



City of Whittier

Regular Council Meeting Packet



May 24, 2022



THE CITY OF WHITTIER

Gateway to Western Prince William Sound

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

May 24, 2022

7:00 p.m.

Council Chambers

Dave Dickason
Mayor
Term Expires 2022

Peter Denmark
Vice Mayor
Term Expires 2023

Victor Shen
Council Member
Term Expires 2024

Tom Wagner
Council Member
Term Expires 2022

Daniel Blair
Council Member
Term Expires 2022

David Pinquoch
Council Member
Term Expires 2023

Cathy McCord
Council Member
Term Expires 2024

James Hunt
City Manager

Jackie C. Wilde
Assistant City
Manager

Holly Wells
City Attorney

1. CALL TO ORDER

2. OPENING CEREMONY

3. ROLL CALL

4. CITIZEN COMMENTS ON ANY SUBJECT EXCEPT THOSE ITEMS SCHEDULED FOR PUBLIC HEARING *[Those who have signed in will be given the first opportunity to speak. Time is limited to 2 minutes per speaker and 36 minutes total time for this agenda item.]*

5. APPROVAL OF AGENDA AND CONSENT AGENDA *[Approval of Consent Agenda passes all routine items indicated by asterisk (*). Consent Agenda items are not considered separately unless a council member so requests. In the event of such a request, the item is returned to the Regular Agenda]*

6. PRESENTATIONS AND REPORTS

A. Proclamation and Awards

1. Recognizing Whittier Harbor Staff.....pg 3

B. Altman Rogers & Co.

C. Mayor Report

D. Vice Mayor Report

E. City Manager Report - *City Manager's report includes, among other things, Finance Director report and the Water/Wastewater Manager Report.....pg 12*

7. PUBLIC HEARINGS (NON-ORDINANCE)- *[Those who have signed in will be given the first opportunity to speak. Time is limited to 5 minutes per speaker. Anyone wishing to speak a second time may do so only after all other persons have spoken, and then for 1 minute.]*

8. NEW BUSINESS

A. ORDINANCES – PUBLIC HEARING

-
1. **NON-CODE ORDINANCE 2022-002** A Non-Code Ordinance Of The City Council Of The City Of Whittier, Alaska, Approving A Three-Year Exemption And Additional Two-Year Deferral Of Municipal Property Taxes On Commercial Development Property Related To Construction Of New Cruise Ship Dock And Upland Amenitiespg 26
 2. **NON-CODE ORDINANCE 2022-003** An Ordinance of The City Council Of The City Of Whittier, Alaska, Amending The Delong Dock Tariff For Raw Fish Wharfage From \$0.040 To \$0.020 Per Pound, Consistent With The City's Rates Charged Since 2019pg 30
 3. **ORDINANCE 2022-004** An Ordinance of the City Council of the City of Whittier, Alaska, Authorizing the Addition of Two (2) Seats to the Whittier Planning and Zoning Commission to Promote Productivity, Performance, and Diversity of Community Members to the Benefit of the Community, the City Council, and the City of Whittierpg 33

B. RESOLUTIONS

- *1. **RESOLUTION 2022-019** A Resolution Of The City Council Of The City Of Whittier Approving The Extension Of The #1076 Caboose License To The United States Coast Guard Auxiliary For Their Training Station To Conduct Operations And Offer General Boating Safety Resources For Seafarers In Whittier, Alaskapg 36

C. Other New Business Items

- * 1. Approval of the April 19, 2022 Regular Meeting Minutespg 40
- * 2. Approval of the April 28, 2022 Special Meeting Minutespg 49
- * 3. Approval of the May 11, 2022 Special Meeting Minutespg 52
4. Schedule Work Session for June 21, 2022 with Altman Rogers & Co. at 6:00 pm

9. INFORMATIONAL ITEMS AND REPORTS *(No Action Required)*

1. March 2022 Financial Reports for the City of Whittier *Please see City Council packet which contains monthly Financial Statements*pg 56
2. 2022 Juneau Tourism Best Management Practicespg 113
3. 2019 Wilderness Best Practices Management Practicespg 141
4. Invitation to Whittier's Community Togetherness BBQpg 147

10. COUNCIL COMMENTS

11. CITIZEN COMMENTS *[Those who have signed in will be given the first opportunity to speak. Time is limited to 5 minutes per speaker]*

12. COUNCIL AND ADMINISTRATION RESPONSE TO CITIZEN COMMENTS

13. ADJOURNMENT

CITY OF WHITTIER PROCLAMATION

WHEREAS, the City of Whittier has come out of its winter season and is heading into summer and;

WHEREAS, Whittier's Small Boat Harbor becomes a bustling hub full of patrons and visitors this time of year;

WHEREAS, The Whittier Harbor department has shown great efforts in preparation for the busy summer season and;

WHEREAS, The Whittier Harbor Department has been working tirelessly to assist boat owners and tourists in mitigating traffic through the harbor and providing the amenities offered;

WHEREAS, in April, during the first shrimp opener, the Harbor staff arranged trucks and trailers in the harbor in outstanding organization maintaining a streamlined flow of traffic in the harbor district of the City;

WHEREAS, The City of Whittier recognizes the Harbor Department for the work that has been done and all the work that will follow this coming season;

NOW THEREFORE, I, Dave Dickason, Mayor of the City of Whittier, do hereby give tremendous recognition to the employees of the City of Whittier Harbor Department:

**David Borg
Rose Medez
Alexandra Matsumiya
Michaelo Medez
Tami Foster
Bonifacio Rojas-Paz
Nelson Medez
Sam Taulealo**

For excellent teamwork, cooperation and dedication in the City of Whittier Harbor.

Dated the 24th day of May 2022

CITY OF WHITTIER, ALASKA

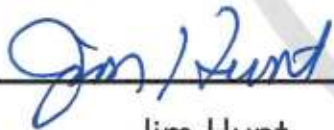
Dave Dickason, Mayor

Certificate of Appreciation

PRESENTED TO

DAVID BORG

in recognition for his incredible performance and as tribute
for his loyalty to the City of Whittier



Jim Hunt

City Manager



Dave Dickason

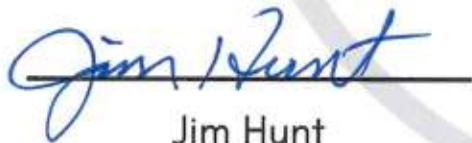
Mayor

Certificate of Appreciation

PRESENTED TO

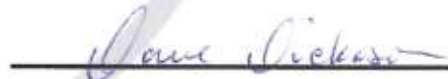
ROSE MEDEZ

in recognition for her incredible performance and as tribute
for her loyalty to the City of Whittier



Jim Hunt

City Manager



Dave Dickason


Mayor

Certificate of Appreciation

PRESENTED TO

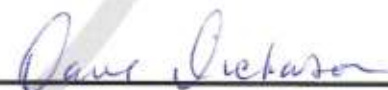
ALEXANDRA MATSUMIYA

in recognition for her incredible performance and as tribute
for her loyalty to the City of Whittier



Jim Hunt

City Manager



Dave Dickason

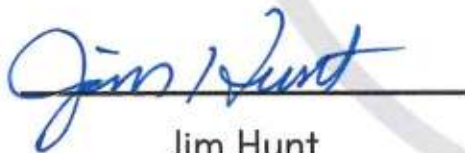
Mayor

Certificate of Appreciation

PRESENTED TO

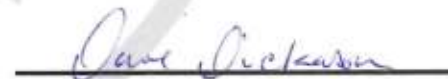
MICHAELO MEDEZ

in recognition for his incredible performance and as tribute
for his loyalty to the City of Whittier



Jim Hunt

City Maager



Dave Dickason

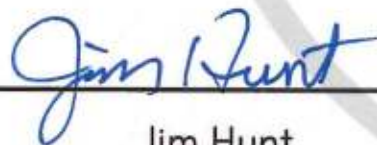
Mayor

Certificate of Appreciation

PRESENTED TO

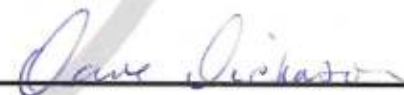
TAMI FOSTER

in recognition for her incredible performance and as tribute
for her loyalty to the City of Whittier



Jim Hunt

City Maager



Dave Dickason

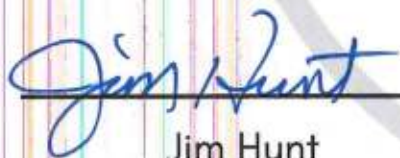
Mayor

Certificate of Appreciation

PRESENTED TO

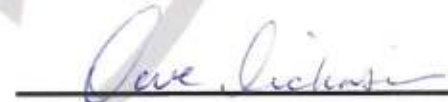
BONIFACIO ROJAS-PAZ

in recognition for his incredible performance and as tribute
for his loyalty to the City of Whittier



Jim Hunt

City Maager



Dave Dickason

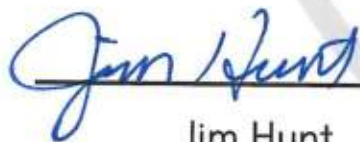
Mayor

Certificate of Appreciation

PRESENTED TO

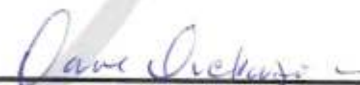
NELSON MEDEZ

in recognition for his incredible performance and as tribute
for his loyalty to the City of Whittier



Jim Hunt

City Maager



Dave Dickason

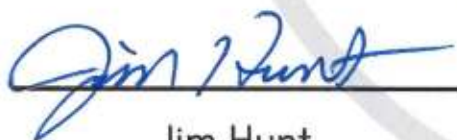
Mayor

Certificate of Appreciation

PRESENTED TO


SAM TAULEALO

in recognition for his incredible performance and as tribute
for his loyalty to the City of Whittier



Jim Hunt

City Manager



Dave Dickason

Mayor

To: Whittier City Council
From: City Manager Jim Hunt
Re: City Manager Report for May 2022 Council Meeting

Introduction

The purpose of this report is to provide the Whittier City Council, and the public, a brief summary of the City of Whittier ("City") projects that the City Administration worked on and advanced during April and May 2022, and to provide City Council and the public a brief introduction to the projects the City anticipates tackling in the near future.

Summary of Projects

The following is a summary of the projects to which I, and City Staff, dedicated significant portions of time this month:

AWA Area Meeting:

What is an Area Committee? The Clean Water Act, as amended by the Oil Pollution Act of 1990, and the National Oil and Hazardous Substances Pollution Contingency Plan (NCP) mandate that an Area Committee exist within each inland and Coast Guard Captain of the Port Zone. The Area Committee must: (1) Prepare for its area the Area Contingency Plan; (2) Work with federal, tribal, state and local officials to enhance the contingency planning for those officials and to assure preplanning of joint response efforts, including appropriate procedures for mechanical recovery, dispersal, shoreline cleanup, protection of sensitive environmental areas, and protection, rescue and rehabilitation of fisheries and wildlife; and (3) Work with federal, tribal, state, and local officials to expedite decisions for the use of dispersants and other mitigating substances and devices. Where can you obtain more information about Area Committees and Area Contingency Plans?

https://urldefense.proofpoint.com/v2/url?u=http-3A__alaska.gov_go_7EKN&d=DwMFAG&c=0NKfg44GVknAU-XkWXjNxQ&r=gLCSFgNRKoSbhPmwhQ3bhKKSZPMrAJ5GSK3gzwBtxJ4&m=jZxoEVRaxf8JSRUIUeVJ4xQqP0YskBvcU1vA2abFhNc&s=DgWG5Hs8MGfq-fMVU-FNYX-l9VHIMOOL7QukLJvVveA&e=

We are awaiting our DEC grant application result for the Buckner Building. We should hear any day now.

We have continued stakeholder meetings regarding the Head of Bay Economic Development Project.

Visit from Norwegian Cruise Lines Corporate representatives: Daniel Farkas, Executive V.P. and General Counsel;

Juan Kuryla, Senior V.P. Port Development/Construction; Huna Totem Corporation representatives; Jason Davis, President Turnagain Marine. The mayor attended upon NCL request.

Attended AML Zooms covering the State legislature, State Budget, and Bills proposed, and Tourism.

Huna-Totem, the AKDOT, and ARRC continue working on RR track/road design-concept at Head of Bay.

PWS Economic Development Board meeting held on the 18th

We continue to develop a plan and financial strategies for Phase 3 harbor floats

Watched Gavel to Gavel live covering the Governor's RR Exec oversight bill in Sen. Transportation

Signed a community agreement required by the State/CDC for cruise lines. Our participation is very limited due to our lack of resources.

Drafted the D.C. Memo and submitted to D.C. lobbyists for review.

Our ask for Wellfield Upgrade Development \$1,537,000 including an inflation factor

West Whittier Water Main \$1,650,000 including an inflation factor

Shotgun Cove Road Project \$6,000,000

All supporting documentation has been sent to Senator Murkowski's office. The memo is attached.

Council lobbying and legal reform Priorities

I, along with the staff, worked diligently on several projects identified by City Council as priorities, including:

- Drafted the D.C. Memo and submitted to D.C. lobbyists for review.
Our ask for Wellfield Upgrade Development: \$1,537,000 including an inflation factor
West Whittier Water Main: \$1,650,000 including an inflation factor
Shotgun Cove Road Project: \$6,000,000

All supporting documentation have been sent to Senator Murkowski's office. The memo is attached.

- Attended Zoom meetings regarding projects identified on the City's State and local priority list
- Participated in several calls with our D.C. lobbyists and we are striving to push our needs with the delegation in advance of our visit.
- Our State lobbyist is regularly kept up to date on Federal lobbying efforts.
- The City continues to stress our priorities in Juneau through our Alaska lobbyist

Additional Projects

The following is a brief itemization of other projects completed this month:

1. Work continues with our collaboration with USFS on regarding conveyance of lands discussion near Portage Pass Trailhead and opportunities. We anticipate a visit from them soon.
2. Our Hazard Mitigation Plan update is nearly finished. We are awaiting the final

3. Jackie will be making a presentation to the PWS Stewardship Foundation Symposium
4. In Whittier, regarding Barry Arm, we met with Washington D.C. based National Weather Service C.O.O. John Murphy, Alaska Regional Director NOAA Scott Lyndsey, Dr. James Gridley Director of National Tsunami Warning Center, and Dr. Summer Ohlendorf Science Officer NWS. More technology is coming, and we are establishing scenario responses to possible movement. Timing is great as we head back to DC.
5. We held a CRW meeting to explore and exploit grant funding opportunities
6. Alaska Mariculture Alliance meeting was held. Initially, \$50,000,000 was projected in State Budget, that number has been greatly reduced.
7. Preparing documents and visuals for DC (And Whittier swag)

2022 City of Whittier Issues Memo - Draft

May 16-17

Attendees

Dave Dickason, Mayor

Jim Hunt, City Manager

Jackie C. Wilde, Assistant City Manager

Sebastian O'Kelly, Washington Representative

Brad Gilman, Washington Representative

Huna Totem Ecotourism Project

City has been engaged in talks for more than a year with the Huna Totem Corporation planning a new and exciting ecotourism destination port and village at the Head of the Bay, located just outside the Anton Anderson Tunnel as you enter Whittier. Huna Totem Corporation is the Alaska Native Village Corporation for the Xúna Kaawu native people. The Corporation is also the owner and operator of the highly successful and award-winning ecotourism development at Icy Strait Point, Alaska's only privately-owned cruise ship destination and provider of over 30 exciting tours, a restored salmon cannery and museum, nature trails, and the world's longest zip line. Norwegian Cruise Lines has partnered with Huna-Totem for this Whittier project.

Huna Totem's plan is to build a port and infrastructure that are sensitive to the needs of Whittier's small population by preserving Whittier's unique culture and history, while providing visitors up-close access to the unspoiled beauty of Prince William Sound. The plan calls for an entertainment venue, space for local retail

shops and restaurants, a high-speed gondola to the glacier top, a future hotel, and a walking path that would link the development past a proposed salmon/wildlife viewing area along the Bay to downtown Whittier. The economic impact for Whittier and Alaska will be exceptional as Whittier's tax base is very small and its infrastructure needs are great. Most are WWII era Army Corps of Engineers projects.

The following link is from a recent cruise industry publication:

<https://www.cruiseindustrynews.com/cruise-news/27122-norwegian-to-build-cruise-facility-in-whittier-alaska.html>

Whittier Water Projects

Both projects are "Shovel Ready."

The City of Whittier is seeking funding for two water projects of critical importance to the community. While they are separate projects, they are both necessary to ensure that the City has adequate support for its residents while serving visiting cruise ships. These were submitted as congressionally directed spending project requests in the FY 2022 appropriations process –

West Whittier Water Main Amount Requested: \$1,650,000. This project is necessary for the completion of a looped water system for the western area of Whittier including the Cruise Ship Terminal, Cliffside Marina, Harbor Loop, Whittier Small Boat Harbor, and part of the Harbor Front. Our existing water system in this area of the community does not provide enough water pressure to fight a fire, a situation made even more dire should a cruise ship(s) be in port and refilling water supplies and if fish processors are operating.

Whittier Well Field Upgrades Amount Requested: \$1,537,000. The project will replace the City of Whittier's three public water wells, which at 80 years old are at the end of their useful life and increase the production of the municipal water supply for the community's growing needs. This project will ensure the City of Whittier can satisfy the water demands of its growing industrial base, including fish processors, while providing the water needs for the community. It is anticipated that the number of cruise ships calling in Whittier will nearly double in 2022 and quadruple by 2024 with the addition of the new port and land infrastructure at the Head of the Bay.

Shotgun Cove Road

Requested \$6,000,000

This project has been fully permitted by the Army Corps of Engineers (1 April 2022) and is "Shovel Ready." It includes authorization for a 2.5-mile extension, nine new parking areas, eight new access roads, and improvements to two existing portions of Emerald Cove Trail.

Shotgun Cove Road has been in the City's plans since 1973 and is critical to the community's expansion and future economic development. The City of Whittier would derive substantial economic benefit from the project because it accesses currently inaccessible Federal, State, Native Corporation and Municipal lands to recreational use and private land ownership. It would enable us to take further advantage of the increased tourist visitation to Whittier since completion of the Anton Anderson Memorial Tunnel.

Recent estimates obtained from the Whittier Chamber of Commerce, Prince William Sound Economic Committee and the Anton Memorial Tunnel Annual Data Report shows the annual number of Tunnel visitors at 700,000+ over the summer season. Once cruise ships return this spring, Whittier cruise ship visitor numbers are expected to jump exponentially due to Holland America relocating its ships from Seward to join Princess in Whittier. This is a monumental increase from the 83,600 visitors recorded in 1993. The Shotgun Cove Road Project has the potential to allow countless members of people, both Alaskans and tourists, to access and experience the splendor of Prince William Sound and the Chugach National Forest.

The road is being built in several phases. Phases I-V are complete. The next phase encompasses 2.5 miles of construction which will terminate at Trinity Point, 31 acres of property which is owned by the U.S. Forest Service. The U.S. Forest Service is planning to develop a Recreation Area that will include camping opportunities, interpretive signage, new trail access, and access to tidelands. The road project design phase is complete, and construction will begin again summer of 2022. The project has been the subject of three highly attended community meetings and has been endorsed by the Whittier City Council. It is widely supported by local community groups as well as the Chugach Alaska Corporation. Whittier has consulted with the Native Village of Chenega and the Chenega Corporation and received positive feedback. The project has the support of the Chugach School District, Prince William Sound Economic Development District and local businesses.

The City has been highly active pursuing funding to continue project momentum. The City has also sought congressionally-directed spending for this program. We wish to thank the Alaska Congressional Delegation for their longstanding support for this multi-faceted economic development project.

Whittier Creek Levee

This glacier-borne stream is 'controlled' by a levee that was constructed during WWII by the Army Corps of Engineers. This unarmored levee has been eroding over time and the channel is slowly filling with rock and sediment. There is a continual seepage and there are serious concerns the levee will overtop and fail.

Failure here would likely cause significant damage to the only community school, Begich Towers- the large structure that houses 85% of Whittier residents and the public works shop. The path the water and debris would likely lead it into a pedestrian tunnel that travels under the railroad on the south and northeast to the harbor area. Further, a levee break would not only cause traditional flood damage but may also lead to damage at the harbor and potentially hamper the movement of freight if the underground railroad tunnel was damaged.

A New Watershed / Basin Study. We would expect, as with any other watershed study, that additional streams would be included and may be possible via a variety of Corps programs (i.e., specifically authorized boat harbor, 206 stream restoration, 205 levee) but the plan need to be developed as a comprehensive activity.

Pertinent Facts.

- The current study is being done under our "general" study authority which would allow for the watershed approach.
- There has been no legislation enacted or report language for the Whittier study. The only item has been the inclusion of Whittier in the conference report GI funding tables.
- There is a Whittier Watershed Council
- The City has indicated that they would like to modify a watershed study
- The City understands that this would require a modification to the PMP and FCSA

Prince William Sound – Whittier Tsunami Warning

Two years ago, a significant downward movement of an estimated 650,000,000 yards (1.4 sq miles) of earth occurred at Barry Arm in the Prince William Sound has raised the risk of a possible life-threatening tsunami should a major landslide occur. Whittier would be the community most affected, with approximately 20 minutes to respond before the tsunami arrived. The community has been appreciative of the response at both the Federal and State level to ensure adequate tsunami detection and warning systems are in place to give its residents and visitors the most time possible to flee to safety. The latest indication from USGS and NOAA is that the maximum wave height would be 7', not 30' as initially forecast. While that lower height reduces the risk, it still represents a significant public safety risk and threat to critical infrastructure. We request continued support from the Delegation to ensure that NOAA and USGS sustain their effort on land- and water-based sensor installation, maintenance and reporting, and emergency communication management and systems.

NOAA information page:

<https://dggs.alaska.gov/hazards/barry-arm-landslide.html>

DeLong Dock Replacement Project

The DeLong Dock is the City of Whittier's commercial dock. It is a critical hub port for the traffic flow carrying essential cargo and freight destined for Southcentral Alaska and the communities surrounding Prince William Sound. The dock also serves the Prince William Sound salmon industry moving roughly 17 million pounds of salmon to processors.

The City has engaged the Alaska Rail Road Corporation to discuss a new dock partnership. Alaska has acknowledged the frail supply chain infrastructure in Anchorage, and in the event of a crisis Whittier would and should immediately become a primary backup port being located 45 miles south of Anchorage on the road and rail system. It would also provide opportunities for underserved villages and communities in Prince William Sound.

The current dock is approaching 70 years of age and no longer meets current safety standards. It was heavily damaged in 2019 when a vessel exploded and caused a fire, further degrading its structure. The potential for a complete dock failure exists, which would cost Whittier \$1 million in lost wharfage and fish taxes per year.

Whittier is proposing the construction of a 1,150' bulkhead to replace the existing dock. The project contemplates new fendering, dock faces, electrical and water systems, a new removable floating dock, and dock offices. The replacement project has the support from other municipalities in the Prince William Sound, the Chugach Alaska Corporation, an Alaska Native Regional Corporation, and other stakeholders. The City has submitted applications to U.S. DOT for both a Restoring American Infrastructure with Sustainability and Equity ("RAISE") grant and the Port Infrastructure Development Program ("PIDP") grant in the amount of \$34.7 million. This will likely change as discussions with ARRC proceed.

The City would like to thank the Alaska Congressional Delegation for submitting a letter of support to the U.S. Department of Transportation in August for the DeLong Dock replacement.

Buckner Building

The Building is an old Army Barracks built just after WW II when Whittier was an Army outpost. It was at one time one of the largest buildings in Alaska, containing sleeping quarters, a bowling alley, rifle ranges, jail, mess halls, bakery, barber shop, dry cleaner and medical facilities. The building sustained some damage in the 1964 earthquake but continued operating until the Army started to withdraw its presence later in the decade. It was surplus and transferred to the City, which in turn transferred the property to a private individual at some point in the early 1970s. The property was owned by multiple individuals and companies over the years, but the records of both the transfer from the Army and the early ownership are gone. The City was forced to take the property back seven years ago on a tax foreclosure. It now sits decrepit, fenced off, is an attractive nuisance and poses environmental risks to people and nature.

A site study conducted in 2015 by Alaska's Department of Environmental Conservation found the presence of PCBs, mercury, Freon, asbestos, and lead-based paint which would need to be removed. The building has never been in active use since the Army transferred the property to the City in the early 1970s and was not maintained by the owners. ADEC estimates the hazardous materials cleanup at \$13 million, with a total project cost of \$20 million when factoring in debris removal. The City hired an engineering firm to do a structural assessment of the building. The engineers concluded that the building is no longer structurally sound and is reaching the point where it would be dangerous to remediate and may collapse.

The City has been working with an environmental consulting and remediation firm that specializes in brownfields redevelopment. The firm is assisting the City with an application for EPA brownfields funding. The Senate Bipartisan Infrastructure Bill not only substantially increases funding for EPA's brownfields program but also raises the per project funding cap from \$500,000 to \$5 million which increases the possibility of a full cleanup of the building's contaminants and demolition. We would like support from the Delegation.

Assistant City Manager Wilde's Monthly Report

Working on code updates to bring forward to council in the future.

Ongoing review of all city leases

Addressing abatement issues through out the city- We will be sending out letters to all business and landowners regarding the city code title 8

Working on review of possible TBMP program

Port and Harbor Report

Administrative-

Council member Shen harbor tour

Harbor Staff read and acknowledged new employee handbook

Replaced office printer/copier/scanner

Comment period completed for the City Hazard Mitigation Plan, forwarded to FEMA for approval.

Camera and wi-fi project continues, parts are arriving and being bench tested. Project on target to be completed mid-June

New portable restrooms ordered. Arrival date to be determined

MacKay Pay has notified us that the MacKay Pay Application will be discontinued 31 May 2022.

Zoom meeting with Passport, the current provider of the MacKay Pay application to inquire about continuing independent of MacKay pay.

Delong Dock Permits out to users

CVA Grant for new sewage pump-out cart is pending award notification
Annual fire extinguisher and sprinkler system inspection completed city wide
Harbor and City wide forms being updated to be form filled online.
Attended Coffee with the Commissioners event
Attended meeting with CRW to discuss grant opportunities and leverage their expertise
Attended Council/PHAC work session
Completed APEI Fire Safety Checklist for the Harbor building
Meeting with USCG Active Duty and Auxiliary members to discuss their request to extend the Caboose license/lease out to 2023.
Campground open
Annual launch ramp stickers are available at the Harbor Office
2nd Half Preferential and Annual moorage due 1st of July

Operations-

Springtime preps continue daily
Annual service and inspection on harbor skiff engine/controls
F/X float electrical repairs are pending supplier issues
Parking lot crack repairs, sealing and striping pending weather and supplies
New waterline installed on G-float
Water is on all locations of the harbor. Thanks Cam and Kyle!
Delong Dock waterline repaired broken brackets, temp repair using ratchet straps. Thanks to Scott and Cam for the assist!
Assisted sinking vessel at the launch ramp (Kylo/Borg) boat safely placed on trailer and removed from water
Restrooms are operational throughout the harbor
Expecting coho fry mid-May, Sea Tow assist with net pen placement. Thanks Captain Trey!

Public Works Report

During the past month the Publics Works & W/WW Department has been focused on the following:

Equipment

Hired Aaron Hillstrand as our new Mechanic and he will start 5-16-22

Sanitary Sewer

Lift Stations – Clean and inspect as time allows

Water

Seasonal meters – Turn on 28 meters
Annual Maintenance Meter and Backflow inspections
Help the harbor repair waterline support at the Delong dock
Continue to seek funding for Water Projects

Roads

Pothole patching
Garbage pickup

Construction Projects

SCR (Second Salmon Run to Emerald)
Help Develop White Paper for DC trip
Well Field Upgrades –
Help Develop White Paper for DC trip

Seeking Funding
Whittier Core Upgrades
Scope – Design and create the following:
Storm System replacement and upgrades
Ensure water and sewer is extended for future needs
Pavement replacement
Sidewalks ADA standard
ROW / Easements Validation
Address current operating and maintenance issues
CRW to survey existing condition when the snow is gone.
EMC -Emergency Management – Earthquake Repairs -
GMC – Contractor – Fully mobilized and working throughout the city

Items of work in progress
Ocean Dock – Repair Cracks and Settlement
Protzman Pavilion – Repair settlement
Harbor Parking Lot – Seal Cracks, Seal AC, Restripe
Triangle – Repair settlement
Whittier Core- Repair the following
Repair settlement- Manholes, Valve Cans,
Replace Storm Drainage related to earthquake
East end of Kenai
Mid-Block on Billings street
Repair sinkhole on Kenai in front of the Begich Towers

Notes from the PW Director This month I have focused my attention on the following areas:
Work with CRW & GMC to expedite the Earthquake Repair schedule
Because of short staff I have been spending a lot of time operating equipment and turning wrenches
Participated in the following meetings
Council Meeting & Special Council Meetings
HOB Development
Coordinate with design team for Geotech work starting 5-16-22
CRW Engineering
Whittier Well Field Upgrades (Complete)
Whittier Core Rehab (Starting to predesign exploration)
EMC- Earthquake repairs (monthly progress meetings, coordination of construction)
HOB Development – Water, Wastewater & Roads
Army Corp
Permitting SCR (Complete)
USFS
Trinity Point – Master Plan – Flap
Representing City in their Project (monthly progress meeting)
Passage Canal Trailhead
Representing City in their Project (monthly progress meeting)

Finance Monthly Report

May Finance Monthly Report – with March PRELIMINARY financials

This report reflects an abbreviated look at finance-related *activities* through the end of April 2022, plus preliminary 2022 *financial results* through March 31, 2022. The financial results include all 2022 Budgeted interfund transfers and do not yet include additional 2022 appropriations.

2021 Annual Audit

The annual audit fieldwork has concluded with the auditors doing the primary field work from May 2 through May 6, 2022 for the calendar year 2021. The audit went very well with no findings. We would like to thank all of the staff who participated in improving our year-end process each year. The auditors are currently slated to present the annual financial audit to the City Council in a work session on June 21, followed by a brief presentation during the regularly scheduled council meeting.

ALPAR

The City is partnering with Prince William Sound Stewardship Foundation to implement a Youth Litter Patrol program in Whittier. This program is sponsored by the Alaskans for Litter Patrol and Recycling, a non-profit organization with a mission of supporting litter prevention and recycling. The program sponsors the hiring of youth in communities who will pick up litter and trash. This program not only leads to community beautification, but also reduces the amount of trash blowing into local waterways. We will be hiring up to three youth (ages 14-18) and one adult coordinator, working one day per week for approximately 15 weeks. Interested individuals can contact Dyanna Pratt at 907.472.2327 for further information.

CPV Funding

In April the City received funding for CY2021 from the State of Alaska as cruise passenger vessel tax, despite having no cruise ship activity in 2021. The amount of the payment was \$958,385.

Liquor Tax

City staff reached out to the State to inquire as to why the City was not receiving its share of liquor tax proceeds. The State requires quarterly reports be submitted based on response calls, and staff was unaware of the requirement to submit such reports. The reports have resumed and the City will expect to receive up to \$5,600 in 2022 for liquor tax proceeds.

Ferrovial Tunnel Contract

The City's summer 2022 contract with Ferrovial is for an amount of \$36,586.54. This compares to the 2021 contract of \$34,970.96, representing an increase of \$1,615.58 or a 4.9% increase.

Girdwood Police Contract

The City's 2022 police contract for coverage in Girdwood is for an amount of \$708,075. This compares to the 2021 contract of \$675,000, representing an increase of \$33,075 or 4.9%.

Supplemental Property Tax

The City received the final resolution of a property tax valuation appeal filed by Alyeska Pipeline Service Company. The State Tax Division has certified the 2021 AS 43.56 supplementary and amended assessment roll which includes oil and gas property located in the City of Whittier. The outcome of the appeal is a finding of past taxes owed in the amount of \$22,600.48. The City has sent a supplemental billing to Alyeska Pipeline Services Company. The administration will recommend Council consider utilizing these funds to satisfy a portion of the City's required \$248,160 match on the Shotgun Cove Road project. A resolution is being brought forward requesting appropriation of the remaining \$225,559.52 from General Fund

reserves to ensure that the City sets aside the funding promised to serve as the City's required match.

Harbor Portable Restrooms

The City Council authorized the purchase of two harbor portable restrooms for an amount not to exceed \$225,000. The City has purchased the restrooms; one is in transit and the other will be shipped by the end of May. The total cost including shipping, is \$201,920. There will be additional costs associated with hooking up the plumbing and utilities for the restrooms upon delivery. The new portable restrooms will increase the number of available restroom stalls/urinals by 18.

Buckner Building DEC Grant

The City was not awarded one of the DEC DBAC grants in the recent grant cycle. Staff has other grant applications in the pipeline and continues to work with Cardno to identify potential funding opportunities for demolition and repurposing of the Buckner Building site. The next step of the project will be submission of an EPA Brownfield Infrastructure Law cleanup grant application which we intend to submit in July 2022. Our project involves working with our partners, PWS EDD.

Denali Commission Grant Application for Harbor Float Replacement

Staff have submitted a grant application with the Denali Commission, seeking funding to assist with the Harbor Phase III Float Replacement Project. We had intended to work with the Port and Harbor Commission to identify potential strategies surrounding the Passenger Transportation Business Tax, but that Commission is likely to pause their meetings during the summer, so staff will regroup and propose a meeting timeline strategy to the City Council so that we do not lose the opportunity to identify a revenue source to repay bonds that will be needed to finance the next phase of the project.

IRS 2015 Settlement Refunded to the City

The finance director previously reported to Council that she was able to obtain a settlement from the IRS related to the City's failure to timely file Forms W2 and W3 with the Social Security Administration in 2015. As a result of late filings in 2015, the IRS fined the City approximately \$150,000. The finance director paid the IRS \$16,500 as a settlement offer which was based on the then-penalties in place for failure to timely file. The settlement offer was accepted, and the check was cashed. In early May the City received a refund of the entire amount paid (\$16,500) in addition to interest earnings. In the end, all penalties and fines assessed against the City were waived and the matter is considered settled.

Motor Fuel Tax Questions

During a joint work session with the City Council and the Port & Harbor Commission, a number of issues were raised regarding the history of various City fees, including the Motor Fuel Excise Tax. A preliminary analysis of this issue has identified a few key points and questions:

- 1) The lease by Shoreside of the fuel dock includes a lease rate that fluctuates every five years based on the Consumer Price Index and is based on the number of gallons of fuel sold. The lease rate is \$0.042453 currently.
- 2) The Municipal Code includes a motor fuel excise tax of \$0.015 which applies to any entities who fuel vessels in Whittier, with the exception of vessels fueled at the Shoreside fuel dock.
- 3) Further investigation is needed to determine whether Shoreside has been charging the fuel float rate of \$0.0425 per gallon at fueling locations other than the fuel float, rather than only the motor fuel excise tax of \$0.015.
- 4) Further investigation is needed to determine why sales tax is being charged on the net fuel sales cost (fuel sales cost plus federal and state fuel taxes) rather than solely on the value of the fuel

sale, excluding tax.

Staff is working with Shoreside and our attorneys to ensure that the lease rate and the excise tax are properly applied and reported.

Delinquent Property Taxes

The staff will be sending out pre-foreclosure notices to individuals who own real property in Whittier and who are behind on their property tax payments. We encourage taxpayers to contact the tax administrator at 907.472.2327 to pay their property taxes in full prior to the City's efforts to begin foreclosure proceedings. Some of the City's lessees are on the list of potential foreclosures, and the City will be sending out letters to affected businesses giving them no more than 30 days to bring their tax bills current before we consider whether individual leases are considered to be in default for failure to remain current on taxes owed to the City.

Projects – Shotgun Cove Road

The administration plans to bring forth a request to Council in June, to set aside the matching funds necessary to continue the Shotgun Cove Road Project. Staff continues work with partner agencies to determine the availability of federal funding to continue construction of the Shotgun Cove Road project and the City's administration is traveling to Washington DC mid-May to seek additional funding for this and other projects.

The City received the US Army Corps contingent permit on April 1, 2022, in preparation for construction of the next 2.5-mile extension of the road, nine new parking areas, eight new access roads and improvements to two existing portions of the Emerald Cove Trail. This is a significant milestone for the next phase of the project, however additional funding is needed to begin the next phase of construction.

Projects – Harbor Construction Phase III

The staff is moving forward with a plan to finance construction of the Harbor Phase III project to replace A, G and H floats, and to replace all piling in the harbor with steel pilings. The administration held a joint work session with the Port & Harbor Commission and City Council, to review the proposed project elements and discuss potential funding options for the project, including application to the State of Alaska Municipal Harbor Matching Grant program which has a grant application deadline for the next round of funding, of August 5, 2022.

WATER/WASTEWATER FUNDING

Staff from finance and public works continue to investigate the availability of potential funding for construction of new water wells, well houses, upgrades to sewer lift stations, the Whittier Core project (roads, sidewalks, water, stormwater drainage), Head-of-Bay water/sewer systems, and other related water and wastewater system upgrades.

GRANTS - EARTHQUAKE REPAIRS

The City continues to negotiate with our insurance company to determine the eligibility for earthquake damage repairs. At this point the primary area of work centers on the Ocean Dock damage. We will coordinate reimbursement for the project between our insurance carrier and the State's disaster recovery funding. GMC Contracting has resumed their work in Whittier in May, repairing damage from the November 2018 earthquake. Work includes repairs to sunken storm drain systems and sewer manhole covers, repairs to Ocean Dock and City Dock, repairs to the harbor breakwater, sealing and striping the harbor parking lot, and other damage repairs. During the repair process, additional work was needed to mitigate damages related to the earthquake, but not covered by either insurance or the State's disaster assistance program, as settling occurred in multiple locations due to abandoned federal infrastructure (steam line, wooden diesel fuel tank, cement slab, etc.). The City Council authorized funding to repair

those projects utilizing City funds.

GRANTS – NEW “LOST REVENUE” GRANT FROM STATE OF ALASKA DCRA

The City was awarded a 2022 Local Government Lost Revenue Relief Grant in February the amount of \$447,923.48. We have submitted a report to the program to utilize these funds for the provision of general government services, including public safety, emergency medical services, public works, etc.

GRANTS – TSUNAMI WARNING SYSTEM GRANT

In March 2022, the City was awarded a 2021 NOAA Tsunami Hazard/Readiness grant in the amount of \$45,737.80 which will be administered by the State of Alaska Department of Emergency Management which will purchase and install all related siren alarm equipment in Whittier.

Girdwood Board of Supervisors
Girdwood Public Safety Advisory Committee
PO Box 390
Girdwood, AK 99587
email: gpsac@muni.org

May 3, 2022

City of Whittier Alaska
Whittier Police Department
PO Box 608
Whittier, AK 99693
email: policechief@whittieralaska.gov

RE: Whittier Police Service

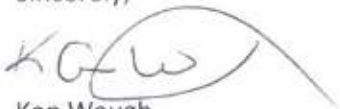
Dear Chief Achee and Whittier Police Officers,

The Girdwood Public Safety Advisory Committee is writing to express our thanks to the officers and chief for the exemplary service that we receive from the Whittier Police Department. From the start, Girdwood residents expressed a desire for right sized, community minded policing. The Whittier Police Department has delivered this consistently throughout the last 5 ½ years, when contracting for Police Services was initiated.

In addition to regular service, Whittier Police have participated in a variety community events, such as national drug takeback campaigns, Coffee with a Cop events, and participation at local festivals and events. These activities are integral to Girdwood's desire for community policing and create a collaborative and positive relationship with community members.

Please share our appreciation and gratitude with your officers and community.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Waugh', with a large, sweeping flourish extending from the end of the signature.

Ken Waugh
PSAC Co-chair

Cc: mayor@whittieralaska.gov
councilseata@whittieralaska.gov
councilseatb@whittieralaska.gov
councilseatd@whittieralaska.gov
councilseate@whittieralaska.gov
councilseatf@whittieralaska.gov
councilseatg@whittieralaska.gov
citymanager@whittieralaska.gov
Jennifer Wingard, GBOS Public Safety Supervisor, girdwoodgalaxy@gmail.com

**CITY OF WHITTIER
ORDINANCE #2022-002**

A NON-CODE ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, APPROVING A THREE-YEAR EXEMPTION AND ADDITIONAL TWO-YEAR DEFERRAL OF MUNICIPAL PROPERTY TAXES ON COMMERCIAL DEVELOPMENT PROPERTY RELATED TO CONSTRUCTION OF NEW CRUISE SHIP DOCK AND UPLAND AMENITIES

WHEREAS, Alaska Statute 29.45.050(m) provides that “A municipality may by Ordinance partially or totally exempt all or some types of economic development property from taxation for a designated period”; and

WHEREAS, Alaska Statute 29.45.050(m)(1)(C) requires that “an exemption or deferral on the property enables a significant capital investment in physical infrastructure that i) expands the tax base of the municipality; and ii) will generate property tax revenue after the exemption expires;” and

WHEREAS, the Whittier City Council approved the essential terms and conditions of a lease between the City and a wholly-owned subsidiary of Huna-Totem Corporation via Resolution 2022-004 on February 22, 2022, for construction of a cruise ship dock and upland amenities, infrastructure and utilities, which will represent a significant capital investment in physical infrastructure which will promote economic development, expand the City’s tax base and generate future property tax revenues for the municipality; and

WHEREAS, the lease between the City and Huna-Totem Corporation extends property tax relief provisions for a period of five years, which must be approved via separate Ordinance of the City; and

WHEREAS, the City hereby authorizes a three-year *exemption* from real property tax to Huna-Totem Corporation and/or a wholly-owned subsidiary engaged in constructing a new cruise ship dock and related upland infrastructure, utilities and amenities, with said exemption being for a period of three (3) years, including Year 2023, 2024 and 2025; and

WHEREAS, the City further authorizes a two-year *deferral* from real property tax to Huna-Totem Corporation and/or a wholly-owned subsidiary for Year 2026 and 2027, in order to incentivize economic development by assisting the developer with cash flow, with the developer being required to pay one-half of the total amount of property tax deferred during the year 2026 and 2027, in each of the Years 2028 and 2029, in addition to the requirement to timely pay the total property tax owed for each of the years 2028 and 2029.

NOW THEREFORE, THE WHITTIER CITY COUNCIL HEREBY ORDAINS;

Section 1. This is a non-Code ordinance.

Section 2: The City hereby authorizes a three-year exemption from real property tax to Huna-Totem Corporation and/or a wholly-owned subsidiary for the construction of a new cruise ship dock and related upland infrastructure, utilities and amenities for the years 2023, 2024 and 2025.

Section 3. The City hereby authorizes a further two-year exemption from real property tax to Huna-Totem Corporation and/or a wholly-owned subsidiary for the construction of a new cruise ship dock and related upland infrastructure, utilities and amenities for the years 2026 and 2027, delaying property tax for those years to be paid in 2028 and 2029, along with the required real property taxes, in accordance with the recitals above which are incorporated herein.

Section 4. The City Council hereby determines that the exemption and deferral of property tax for economic development purposes is consistent with AS 29.45.050(m) to enable a significant capital investment in physical infrastructure which will expand the City's tax base and generate property tax revenue in the future.

Section 5. Effective Date. This Ordinance shall be effective, after passage and approval by the City Council, on May 24, 2022, and shall be applicable to assessment and billing functions associated with the tax years 2023, 2024, 2025, 2026 and 2027.

**ENACTED BY THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, this
24th day of May 2022**

CITY OF WHITTIER, ALASKA

Dave Dickason
Mayor

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Naelene Matsumiya
City Clerk

(City Seal)

Council Agenda Statement

Meeting Date: May 24, 2022

To: City Council

Through: Jim, Hunt, City Manager

From: Jackie C. Wilde, Assistant City Manager



Agenda Item: **Ordinance 2022-002** - A Non-Code Ordinance Of The City Council Of The City Of Whittier, Alaska, Approving A Three-Year Exemption And Additional Two-Year Deferral Of Municipal Property Taxes On Commercial Development Property Related To Construction Of New Cruise Ship Dock And Upland Amenities

BACKGROUND, JUSTIFICATION & INTENT:

On February 22, 2022, Council met and approved the lease agreement and essential terms between the City of Whittier and a wholly-owned subsidiary of Huna-Totem Corporation via Resolution #2022-004 for construction of a cruise ship dock and upland amenities which will promote economic development for the City's tourism industry.

The lease between the City of Whittier and Huna-Totem Corporation includes provisions extending property tax relief for a period of up to five years, those years being 2023, 2024, 2025, 2026, and 2027.

The City of Whittier is willing to authorize a three-year *exemption* from real property tax to Huna-Totem Corporation for the years 2023, 2024, and 2025 and a two-year *deferral* from real property taxes for 2026 and 2027 for the construction of a cruise ship dock with the developer being required to pay one-half of the total amount of property tax deferred during those years and postponing property tax payments until 2028 and 2029 along with the required real property taxes in accordance with the recitals stated in the ordinance and consistent with AS 29.45.050 (m) in order to enable a significant capital investment that will expand the City's tax base and generate future property tax revenue.

<u>CONSISTENCY CHECKLIST:</u>		Yes	No	N/A
1.	Comprehensive Plan: <i>Chapter 9: Land Ownership, Land Use and Land Management: Land Use Regulation, Zoning, Cooperative Agreements, Land Lease and Management pg 56 & 59.</i>	X		
2.	Whittier Code:		X	
3.	Other (<i>list</i>):			X

FISCAL NOTE: The City will exempt real property tax for three years and defer property tax for two years. There is no adverse fiscal impact from the deferral, other than that the City will not receive payments for the 2026 and 2027 tax years until 2028 and 2029. The three-year initial exemption from property tax for the tax years 2023, 2024 and 2025 will result in lost property tax revenues for the City, but the amount is uncertain because it is based on the construction timeline. The on-site berth is not expected to be fully complete until October 2023 so no property tax would apply in 2023. The terminal building will be constructed sometime during the period September

2022 to February 2024, so it is likely that 2023 would not have incurred property tax either. Therefore, lost revenues to the City are estimated at up to \$960,000.

ATTORNEY REVIEW: Yes X No _____ Not Applicable _____

RECOMMENDATION: Approve Ordinance 2022-002, Non-Code Ordinance Approving A Three-Year Exemption And Additional Two-Year Deferral Of Municipal Property Taxes On Commercial Development Property Related To Construction Of New Cruise Ship Dock And Upland Amenities

Sponsored by: Administration
Introduction Date: April 19, 2022
Public Hearing Date: May 24, 2022

**CITY OF WHITTIER, ALASKA
ORDINANCE 2022-003**

AN NON-CODE ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, AMENDING THE DELONG DOCK TARIFF FOR RAW FISH WHARFAGE FROM \$0.040 TO \$0.020 PER POUND, CONSISTENT WITH THE CITY'S RATES CHARGED SINCE 2019

WHEREAS, in 2018, the Alaska Railroad transferred the Delong Dock to the City of Whittier; and

WHEREAS, the Alaska Railroad was charging \$0.040 for raw fish coming across the Delong Dock and it was anticipated that the City of Whittier would continue charging the \$0.040 fee when the Delong Dock was acquired; and

WHEREAS, The City of Whittier charges \$0.020 per pound for raw fish that comes across the City Dock and the Ocean Dock; and

WHEREAS, other Harbor Alaska municipalities with ports or harbors maintain a raw fish tax lower than \$0.04 per pound and Whittier desires to maintain competitive rates; and

WHEREAS, although the City of Whittier's Fee Schedule has listed a Delong Dock Wharfage Raw Fish Tariff at \$0.040 per pound since that fee was initially determined via Resolution No. 04-2019, the City has charged a \$0.020 per pound fee due to an error in the Harbor's billing system; and

WHEREAS, the error is due to failure to amend the rate in the harbor's billing system after the City's acquisition of the Delong Dock; and

WHEREAS, the \$0.040 price per pound of raw fish coming across the Delong Dock is excessive and cost prohibitive to local fish processing businesses; and

WHEREAS, it is recommended that the advertised Delong Dock Wharfage for Raw Fish per pound be adjusted from \$0.040 to \$0.020 and amend the 2022 Whittier Fee Schedule to reflect the change; and

NOW, THEREFORE, THE CITY COUNCIL ORDAINS that:

Section 1. Classification This is a non-code ordinance.

Section 2. Effective Date This ordinance shall take effect immediately upon adoption.

Section 3. Exhibit A, 2022 City of Whittier Harbor Fee Schedule

The 2022 Whittier Fee Schedule is hereby amended to reduce the Delong Dock wharfage fee for raw fish from \$0.04 to \$0.02 and the “with tax” column for that fee is to be left blank as seen below on exhibit A.

SERVICE	DESCRIPTION	RATE	W/TAX	PER
Preferential Moorage	JAN through DEC	\$ 70.49	\$ 74.01	ft./year *
Annual Transient Moorage (For Qualifying Patrons)	JAN through DEC	\$ 70.49	\$ 74.01	ft./year *
Transient Moorage (Summer Rate)	Daily	\$ 1.12	\$ 1.18	ft./day
Transient Moorage (Summer Rate)	Monthly (Eff. Apr 1 - Sept. 30)	\$ 16.07	\$ 16.87	ft./monthly
Transient Moorage (Winter)	Eff Oct 1 - March 31	\$ 47.25	\$ 49.61	ft./season *
Launch Ramp (Rec/Comm Fishing)	Round Trip	\$ 20.00	\$ 20.00	Each *
Launch Ramp (Rec/Comm Fishing)	Annual Launch Permit	\$ 160.00	\$ 160.00	Year *
Launch Ramp - Commercial Use	Annual Permit	\$ 500.00	\$ 500.00	Year *
Launch Ramp Freight Landing Fee	Each Use	\$ 125.00	\$ 125.00	Each Time *
Wharfage	Freight (per ton)	\$ 14.29	\$ 15.00	Ton
Wharfage	Raw Fish (per ton)	\$ 19.05	\$ 20.00	Ton
Delong Dock Wharfage - Freight	Freight (Per pounds)	\$ 0.03	\$ 0.04	LBS
Delong Dock Wharfage - Raw Fish	Raw Fish (Per pounds)	\$0.020	\$ 0.040	LBS
Holst	Min. 1 hr	\$ 41.50	\$ 43.58	1 hr
Grid	Per Foot per Tide	\$ 2.42	\$ 2.54	ft./tide

ENACTED BY THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA
this 24th day of May, 2022

Dave Dickason
Mayor

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Naelene Matsumiya
City Clerk

Council Agenda Statement



Meeting Date: May 24, 2022

To: City Council

Through: Jim Hunt, City Manager

From: Harbormaster David Borg

Agenda Item: **Ordinance 2022-003** – A Non-Code Ordinance of the City Council of the City of Whittier Alaska Authorizing The Amendment and/or Modification of the Delong Dock Wharfage For the Raw Fish Tariff from \$0.040 to \$0.020 Per Pound to Reflect Historic Fee and Comparable Tariff Fees Across the State of Alaska

BACKGROUND JUSTIFICATION & INTENT:

The current 2022 Whittier Fee Schedule reflects the Delong Dock Wharfage – Raw Fish tariff at \$0.040 per pound. The Harbor is currently charging \$0.020 per pound, which is the historic fee for fish coming across City/Ocean Dock. The error is due to the price in the Harbor accounting system not being adjusted to increase from \$0.020 to \$0.040 when the Delong Dock was transferred to the city. It is thought that perhaps the rate of \$0.04 was intended to match the Railroad's then charge of freight over the Delong Dock. After reviewing Seward, Homer, Cordova, and Valdez raw fish tariff, a \$0.040 per pound fee is considered extreme and cost prohibitive for local business. The administration recommends a Raw Fish tariff at the current \$0.020 per pound, requiring an amendment to the 2022 Whittier Fee Delong Dock Wharfage – Raw Fish schedule to reflect the change from \$0.040 to \$0.020.

<u>CONSISTENCY CHECKLIST:</u>		Yes	No	N/A
1.	2020 Comprehensive Plan (<i>document source here</i>):		X	
2.	Whittier Code: <i>12.04.080 Classification of harbor areas (E)</i>	X		
3.	Other (<i>list</i>): 2022 Harbor Fee Schedule	X		

FISCAL NOTE: There will be no fiscal impact from this change because the Harbor has continued charging \$0.02 per lb. despite the tariff rate of \$0.04, since the billing rate was not updated in 2019 as approved on January 19, 2019.

ATTORNEY REVIEW: Yes ___ No X___

RECOMMENDATION: The Administration recommends approval of Ordinance 2022-003 to reduce the per-pound rate for Delong Dock wharfage for raw fish tax from \$0.04 to \$0.02 per pound.

Sponsored by: Administration
Introduction Date: April 19, 2022
Public Hearing Date: May 24, 2022

**CITY OF WHITTIER, ALASKA
ORDINANCE 2022-004**

ORDINANCE 2022-004 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, AMENDING WMC CHAPTER 2.52 TO ADD TWO (2) SEATS TO THE WHITTIER PLANNING AND ZONING COMMISSION MAKING IT A SEVEN (7) MEMBER COMMISSION TO PROMOTE PRODUCTIVITY, PERFORMANCE, AND DIVERSITY OF COMMUNITY MEMBERS TO THE BENEFIT OF THE COMMUNITY, THE CITY COUNCIL, AND THE CITY OF WHITTIER

WHEREAS, Since its establishment in 1971, the Whittier Planning and Zoning Commission has been a commission of five (5) members; and

WHEREAS, the Whittier Planning and Zoning Commission duties are relating to matters concerning planning, platting, and zoning enforcements of appropriate regulations and/or other matters within the scope of the planning and zoning power; and

WHEREAS, to promote diversity of community members in the City of Whittier's boards and commissions, the City recommends the addition of two (2) more seats to the Planning and Zoning Commission, making it a commission of seven (7) to aide in the City's future and strategic planning; and

WHEREAS, on April 6, 2022, the Planning and Zoning Commission met and supported the idea of expanding the Commission to be a seven-member Commission; and

WHEREAS, The Whittier Planning and Zoning Commission meets every 1st Wednesday of each month; and

NOW, THEREFORE, THE CITY COUNCIL ORDAINS that:

Section 1. Whittier Municipal Code Chapter 2.52 entitled "Planning Commission" is amended to read as follows:

Chapter 2.52
PLANNING COMMISSION

[ADDED LANGUAGE BOLD AND UNDERLINED; DELETED LANGUAGE STRICKEN THROUGH]

Sections:

2.52.040 Planning Commission – Membership

The membership of the Planning Commission will consist of ~~five~~ **seven** citizens who are residents of the City. The citizens must have resided in the City for six months in order to be a member of the Planning Commission. Members shall be appointed by the Mayor and subject to confirmation by the City Council.

Section 2. This Ordinance is a permanent code ordinance.

Section 3. This ordinance shall become effective ten (10) days after adoption

ENACTED BY THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA
this 24th day of May, 2022

Dave Dickason
Mayor

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Naelene Matsumiya
City Clerk

Council Agenda Statement



Meeting Date: May 24, 2022
To: City Council
Through: Jim Hunt, City Manager
From: Jackie C. Wilde, Assistant City Manager
Agenda Item: **Ordinance 2022-004** – An Ordinance of the City Council of the City of Whittier, Alaska, Amending WMC Chapter 2.52 to Add Two (2) Seats to the Whittier Planning and Zoning Commission, Making it a Seven (7) Member Commission to Promote Productivity, Performance, And Diversity of Community Members to the Benefit of the Community, the City Council, and the City of Whittier

BACKGROUND JUSTIFICATION & INTENT:

Since its creation in 1971, the Whittier Planning and Zoning Commission has been a 5-person Board and has seen many proactive Community members through the years. To the benefit of future planning, the Administration would like to recommend to the Council the Commission the addition of two (2) more seats, making the Planning and Zoning Commission a seven (7) member Commission to allow more members of the community to hold this position of office. The Planning Commission reviews City plans and studies as well as approves various planning, platting, zoning and other duties within the scope of the planning and zoning power. The Planning and Zoning Commission meets every first Wednesday of the month.

<u>CONSISTENCY CHECKLIST:</u>		Yes	No	N/A
1.	2020 Comprehensive Plan : <i>Chapter 9, Land Ownership, Land Use, and Land Management, pg. 47</i>	X		
2.	Whittier Code: <i>2.52.040, Planning Commission – Membership</i>	X		
3.	Other (<i>list</i>):			X

FISCAL NOTE: No financial impact to the City of Whittier Budget.

ATTORNEY REVIEW: Yes ___ No ___ N/A X

RECOMMENDATION: The Administration recommends approval of Ordinance 2022-004 to add 2 more seats to the Planning and Zoning Commission to allow members of the community to be a part of future planning to the City of Whittier

**CITY OF WHITTIER, ALASKA
RESOLUTION 2022-019**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER
APPROVING THE EXTENSION OF THE #1076 CABOOSE LICENSE TO
THE UNITED STATES COAST GUARD AUXILIARY FOR THEIR
TRAINING STATION TO CONDUCT OPERATIONS AND OFFER
GENERAL BOATING SAFETY RESOURCES FOR SEAFARERS IN
WHITTIER, ALASKA**

WHEREAS, the Alaska Railroad Caboose #1076 is a property of the City of Whittier and the United States Coast Guard Auxiliary has been occupying the space to conduct training for the boating public and Auxiliary; and

WHEREAS, The City of Whittier and the United States Coast Guard Auxiliary entered into a real estate license agreement on January 26, 2001 for a period of five (5) years; and

WHEREAS, the last date of renewal was in December 2014 for the standard of five (5) years and was not renewed when it expired in 2019; and

WHEREAS, the United States Coast Guard Auxiliary have expressed their interest to remain at the #1076 Caboose to conduct training for boaters in Whittier and is requesting a re-issuing of the real estate license agreement for the caboose for a time not to exceed five years (5) effective December 2019 for \$1.00 a year; and

WHEREAS, 2019 would have been the reissue date had there been a new License agreed upon. The License would be in effect until December 2024; and

NOW, THEREFORE, BE IT RESOLVED; that the City Council of the City of Whittier, Alaska, authorizes the City Manager to extend the license to lease agreement to the United State Coast Guard Auxiliary, Whittier Flotilla to remained stationed at Caboose #1076 to conduct operations until December 2024.

PASSED AND APPROVED by the City Council of City of Whittier, Alaska, this 24th day of May 2022.

THE CITY OF WHITTIER, ALASKA

Dave Dickason, Mayor

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Naelene Matsumiya,
City Clerk

(City Seal)

May 12, 2022

Subject: Caboose License Extension

Dear Whittier Leadership Team,

Your approval is requested for the US Coast Guard Auxiliary to continue use of the caboose in its current location. Upon entering the 2014 Real Estate License Agreement and anticipating a full 10 year license the Auxiliary renovated the caboose with the following improvements:

1. Stopped the roof from leaking by grinding down, repairing bad areas, adding new roof caps, and resealing with an aluminum sealer
2. Removed water damaged wood from the walls and floor. Added a self leveling floor grout and a new carpet
3. Installed new wood walls
4. Built new ceiling and lights
5. Placed electrical outlets on both sides
6. Painted the interior
7. Put in a wood shelf for VHF radio and red light for night operations
8. Installed a new outer door to keep out blowing snow
9. Replaced entire deck with pressure treated wood
10. Re-stained the deck in 2022

The caboose is the base for our boat operations program; boaters are contacted and vessel safety checks offered. Through its location, power, heat and the highest VHF antenna at the harbor the caboose benefits the community in an emergency. Additionally the caboose promotes Coast Guard and Auxiliary recruitment. In the future when boating education is required to operate a boat in Alaska it will be an excellent resource.

The Whittier Flotilla strives to serve Whittier boaters now and for the long haul. Continued use of the caboose will enable us to advance recreational boating safety. If you have any questions, I may be reached at (907) 360-3449 or mdp.uscgaux@gmail.com.

Very Respectfully,



Mark Parmelee

Whittier Flotilla Commander



Council Agenda Statement



Meeting Date: May 24, 2022

To: City Council

Through: Jim Hunt, City Manager

From: Harbormaster David Borg

Agenda Item: **Resolution 2022-019** - A Resolution Of The City Council Of The City Of Whittier Approving The Extension Of The #1076 Caboose License To The United States Coast Guard Auxiliary For Their Training Station To Conduct Operations And Offer General Boating Safety Resources For Seafarers In Whittier, Alaska

BACKGROUND JUSTIFICATION & INTENT:

The Alaska Railroad Caboose #1076 is property of the City of Whittier, Alaska. It sat unused for several years until 2001 when the U.S. Coast Guard Auxiliary requested to lease the caboose for the purpose of setting up a “station” to conduct training, operations, and recreational boating safety to the boaters of Prince William Sound. The City and the U.S. Coast Guard Auxiliary entered into the first lease/license agreement on January 26, 2001, for a period of five (5) years. The last date of renewal of the License was on December 11, 2014, for the standard five (5) years. For whatever reason, the License was not renewed in 2019 however, the Auxiliary continued to occupy the caboose and maintain their core missions. In March 2022 the newly elected Auxiliary Whittier Flotilla Commodore Mark Parmelee requested an audience with City Administrators to discuss the future of the caboose. The Auxiliary is requesting a re-issuing of the License for the caboose for a time period not to exceed five affective December 2019. 2019 would have been the reissue date had there been a new License agreed upon. The License would be in effect until December 2024.

<u>CONSISTENCY CHECKLIST:</u>		Yes	No	N/A
1.	2020 Comprehensive Plan (<i>Chapter 10: Security</i>): <i>United States Coast Guard and Whittier Area Maritime Security (WAMS) Committee, pg. 60</i>	X		
2.	Whittier Code:		X	
3.	Other (<i>list</i>):			X

FISCAL NOTE: Financial impact for approving Resolution 2022-019 is low and cost-effective.

ATTORNEY REVIEW: Yes ____ No ____ N/A X

RECOMMENDATION: The Administration recommends approval of Resolution 2022-019- A Resolution Of The City Council Of The City Of Whittier Approving The Extension Of The #1076 Caboose License To The United States Coast Guard Auxiliary For Their Training Station To Conduct Operations And Offer General Boating Safety Resources For Seafarers In Whittier, Alaska

CALL TO ORDER

The April 19, 2022 regular meeting of the Whittier City Council was called to order at 7:02 p.m. by Mayor Dickson.

OPENING CEREMONY

Mayor Dickson led the pledge of allegiance to the flag

ROLL CALL

There were present:
Dave Dickson presiding, and
Dan Blair, Victor Shen, Cathy McCord,
David Pinguoch, and

Peter Denmark, telephonic

Comprising a quorum of the Board; and
Absent

Also Present

Jim Hunt, City Manager-
Jackie C. Wilde, Assistant City Manager
Kris Erchinger, Finance Director
Naelene Matsumiya, City Clerk
Scott Korbe, Public Works Director
David Borg, Harbormaster
Andre Achee, Police Chief

CITIZENS' COMMENTS ON ANY SUBJECT EXCEPT THOSE ITEMS SCHEDULED FOR PUBLIC HEARING –

David Goldstein – Expressed his concerns about eliminating virtual participation. He stated that there needs to be more inclusion as opposed to exclusion. He shared suggestions on how the City should move forward.

Monic Stockburger – Addressed the RV sewage dumpsite. Stated that people were dumping their sewage in various places in town as a result of the City's lack of a public dumpsite.

APPROVAL OF THE REGULAR MEETING AGENDA AND CONSENT AGENDA

Motion (Pinguoch/Blair)

Approval of Agenda and Consent Agenda

~~**ORDINANCE 2022-002 for Introduction** – A Non-Code Ordinance Of The City Council Of The City Of Whittier, Alaska, Approving A Three-Year Exemption And Additional Two-Year Deferral Of Municipal Property Taxes On Commercial Development Property Related To Construction Of New Cruise Ship Dock And Upland Amenities~~

ORDINANCE 2022-003 for Introduction – An Ordinance of The City Council Of The City Of Whittier, Alaska, Amending The Delong Dock Tariff For Raw Fish Wharfage From \$0.040 To \$0.020 Per Pound, Consistent With The City’s Rates Charged Since 2019

ORDINANCE 2022-004 for Introduction – An Ordinance of the City Council of the City of Whittier, Alaska, Authorizing the Addition of Two (2) Seats to the Whittier Planning and Zoning Commission to Promote Productivity, Performance, and Diversity of Community Members to the Benefit of the Community, the City Council, and the City of Whittier

RESOLUTION 2022-010- Honoring and Celebrating The Life and Legacy Of Representative Don Young

RESOLUTION 2022-011 – Of The City Council of The City of Whittier, Alaska Adopting The Planning And Zoning Commission Priorities for April 2022 To April 2023

RESOLUTION 2022-012 – Of The City Council Of The City Of Whittier, Alaska Adopting The Port and Harbor Advisory Commission Priorities for April 2022 To April 2023

RESOLUTION 2022-014 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Approving Emergency Repairs To The Oshkosh Snowblower

Reschedule the May 17, 2022 Council meeting to May 24, 2022
Appoint Monica Stockburger to Planning and Zoning Commission Seat B expiring 2024
Approval of the March 15, 2022 Regular meeting minutes
Non-Objection to liquor license application for Ocean Front Café, LLC
RFP for Visitors Center
Coffee with Council and Commissioners

Motion Passed

AYES: Blair, Shen, McCord, Denmark,
Dickason, and Pinquouch
NAYS: NONE

PRESENTATIONS AND REPORTS

Proclamation of Recognizing Asian American Pacific Islander Month

Members of the Public of Asian American and Pacific Islander descent showcased their culture and gave some history.

Arnie Arneson presentation of gift to the City

Mayor **DICKASON** accepted the painting from Arnie Arneson on behalf of the City Council.

Proclamation of Whittier Emergency Medical Services Recognition

Certificates were presented to those who were involved in the March 17, 2022 incident.

Proclamation of Public Works Recognition

Certificates were presented to the Public Works Department for their work in keeping the roads clear of snow during the winter season.

Rose Medez Recognition for 5 years at the City of Whittier

Mayor **DICKASON** presented a plaque to Rose Medez, thanking her for her time and work at the City of Whittier Harbor.

Proclamation of Rachel Wagner and Nick Swain Recognition

Certificates were presented to Rachel Wagner and Nick Swain for their work on the Community-Wide Easter potluck. Rachel and Nick thanked the community for participating and showing their support.

Mayor Report-- Mayor Dickason had nothing to report

Vice Mayor Report-- Vice Mayor Denmark had nothing to report

City Manager Report- (CMR Includes Public Works report and financials) Jim brought up a potential resolution regarding the lift and pump station. He spoke about the repairs of the pump and estimated costs.

Jackie Wilde – Reported on the Coffee with Council and Commissioners on the 26th of April in the Homeowners Lounge. Stated the goal is to allow citizens to get to know who their Council and Commissioners are. Reported on the first Job Fair April 28th, 12:00 1:30. She commended the Easter Community get together, adding, “Way to go Whittier!” **WILDE** stated that on May 14th, the Whittier Parks and Recreation Committee will be hosting a week-long community wide clean up for Whittier. Mentioned contests and receiving prizes for trash weight per bag.

Kris Erchinger – Reported the Tourism Best Management Practices meeting kick off. Invited the public to join the conversation and explained the intent is to create guidelines and a program designed to mitigate impacts of tourism on the community. Informed the public to join the mailing list on the City’s website. Stated that meetings will continue with the support of the City until no longer necessary. **ERCHINGER** informed the Council of the audit; May 2nd through the 5th.

Scott Korbe – Reported on the snow melting. Welcomed the spring season. Water turning on. Notified the council of GMC contracting and the equipment staged. Work to start early next week. Trying to get repairs done by June 1. Explained the scope of Earthquake repair. Mass coordination with the Harbor. On track to get the work done. Not too much impact. 1.6 million dollars’ worth of work.

Dave Borg – Reported on shrimp season opener. Gave an estimate of boats and trailers in the lot and commended Harbor staff for managing parking and staging. Stated that the Public Safety Department and the harbor staff have been working together and that Whittier PD has been writing and giving tickets to parking violators. Extended appreciation to the Whittier PD. Informed the public of the Ship Escort Response Vessel System (SERVS) drill happening in Whittier. **BORG** reported that he is working with the finance director in looking for funding for more bathrooms in the harbor. Described the bathrooms i.e. portability, style, size, etc. Mentioned locations for these bathrooms. Finalizing prices.

Andre Achee – Vacant police officer position filled. Eagerly waiting for his arrival. Reported on the tabletop exercise with JBER, NOAA, FEMA etc. Reported that May 1st Whittier PD and

Ferrovial services/tunnel services will begin traffic control as per contract. In house training for officers. Mentioned Local Hazard mitigation plan.

**City Attorney Report-
Commission/Committee Reports -
Parks & Recreation Committee- *Laydown Provided***

PUBLIC HEARINGS NONE

NEW BUSINESS

ORDINANCES (introduction)

ORDINANCE 2022-002- A Non-Code Ordinance Of The City Council Of The City Of Whittier, Alaska, Approving A Three-Year Exemption And Additional Two-Year Deferral Of Municipal Property Taxes On Commercial Development Property Related To Construction Of New Cruise Ship Dock And Upland Amenities

Motion: (Blair/Shen)

BLAIR stated that he was not clear on the exemption as Council is not allowed to obligate future Council's production on taxes. **WILDE** called to order. Stated that the time to discuss the Ordinance will be at the public hearing as it is on the agenda strictly for introduction. **BLAIR** asked if this was presented to the Port and Harbor Commission. **WILDE** responded that because they are an advisory board, the Ordinance does not apply to them, therefore the item was not presented. **ERCHINGER** Explained that this was negotiated with Huna Totem and that Council had already passed the lease and that this ordinance was procedural. Explained that according to state law, must be passed and approved via ordinance.

Motion to introduce passed

AYES: Blair, Shen, Pinguoch, McCord, Denmark, and Dickason

NOES: None

ORDINANCE 2022-003- An Ordinance of The City Council Of The City Of Whittier, Alaska, Amending The Delong Dock Tariff For Raw Fish Wharfage From \$0.040 To \$0.020 Per Pound, Consistent With The City's Rates Charged Since 2019

Motion: (Blair/Pinguoch)

BLAIR asked why the Port and Harbor Commission is not being consulted. **WILDE** reiterated that the ordinance is strictly for introduction. **ERCHINGER** Explained that these rates are the same since 2019. Clarified that the change is to reflect what the City had already been charging.

ERCHINGER stated the reason it is not going before the Port and Harbor Commission is because there is no change, just correcting of an error. Expressed understanding of confusion of the role of the Port and Harbor Advisory Commission but stated that Council had revoked the Commission's decision-making authority. **WILDE** added that this is a non-code ordinance correcting past issues. **DENMARK** added that the Administration led Council to believe that having the Port and Harbor Commission *unintelligible* to have an efficient relationship with the Council. **DENMARK** concluded that the Council has yet to see that.

Motion to introduce passed:

AYES: Shen, McCord, Pinguoch, Denmark and Dickason

NOES: Blair

ORDINANCE 2022-004-An Ordinance of the City Council of the City of Whittier, Alaska, Authorizing the Addition of Two (2) Seats to the Whittier Planning and Zoning Commission to Promote Productivity, Performance, and Diversity of Community Members to the Benefit of the Community, the City Council, and the City of Whittier

Motion (Blair/Pinguoch)

WILDE gave reasoning for adding the additional seats to the quasi-judicial board of 5.

Motion to introduce passed:

AYES: Blair, Pinguoch, McCord, Shen Denmark, and Dickason

NOES: None

Motion (Pinguoch/Blair)

RESOLUTION 2022-010- Honoring and Celebrating The Life and Legacy Of Representative Don Young

Motion Passed

AYES: Blair, Shen, McCord, Denmark, Dickason Pinguoch

NAYS: NONE

Motion (Blair/McCord)

RESOLUTION 2022-011- Of The City Council of The City of Whittier, Alaska Adopting The Planning And Zoning Commission Priorities for April 2022 Through April 2023

BLAIR commented on the priorities and what the administration had recommended. Wilde explained that after working with all the boards and commissions, these are the priorities passed and approved by the Commissions. Explained further. Blair stated his confusion. **WILDE** explained that the priorities set helps the Council as the Commissions will do most

of the heavy lifting. General discussion ensued.

Motion Passed

AYES: Blair, Shen, McCord, Dickason,
Denmark, Pinguoch
NAYS: NONE

Motion (Blair/Shen)

RESOLUTION 2022-012- Of The City
Council Of The City Of Whittier, Alaska
Adopting The Port and Harbor Advisory
Commission Priorities for April 2022 To
April 2023

BLAIR pointed out WMC 2.54.030 and pointed out some of the Port and Harbor Commission's duties. **WILDE** explained that there are errors in code as it stands right now and that she was informed of the Commission's advisory status. Continued by stating that the code is currently being reviewed by Municode and is working to correct those errors. Discussion ensued.

Motion Passed

AYES: Blair, Shen, McCord, Pinguoch, and
Dickason
NAYS: Denmark

Motion (Pinguoch/Blair)

RESOLUTION 2022-013- - A Resolution
Of The City Council Of The City Of
Whittier, Alaska, Authorizing The City
Manager To Enter Into A Sole Source
Services Agreement With Seward Cloud
Services To Install Wireless Internet And
Cameras In The Whittier Small Boat Harbor
For An Amount Not To Exceed \$60,000,
And For Related Purposes

Motion to amend (Blair/Pinguoch)

RESOLUTION 2022-013- - A Resolution
Of The City Council Of The City Of
Whittier, Alaska, Authorizing The City
Manager To Enter Into A Sole Source
Services Agreement With Seward Cloud
Services To Install Wireless Internet And
Cameras In The Whittier Small Boat Harbor
For \$60,000 with a 9% contingency Amount
Not To Exceed \$65,900 and For Related
Purposes

Motion to amend Passed (via consent agenda)

AYES: Blair, Shen, McCord, Dickason,
Denmark, and Pinguoch
NAYS: NONE

PINQUOCH asked for the Harbormaster to explain why Administration chose to contract through sole-source. **BORG** stated that it was fiscally responsible as Seward Cloud Services will maintain a five-year contract for maintenance and upkeep. **BORG** stated that he had spoken to patrons of the harbor stating their need for cameras and internet in the harbor area. Discussion ensued.

Original motion to adopt

AYES: Blair, Shen, McCord, Dickason,
Denmark, Pinquoch
NAYS: NONE

Motion (Shen/Pinquoch)

RESOLUTION 2022-014- A Resolution Of
The City Council Of The City Of Whittier,
Alaska, Approving Emergency Repairs To
The Oshkosh Snowblower

Council requested the dollar amount. **WILDE** responded That the dollar amount is \$17,896.17 and will paid out of the General Reserve account for Public Works Equipment Repair. Council Asked for the reason the snowblower needs To be repaired again. **KORBE** presented a part of the snowblower that needs to be repaired. Gave information on how long the equipment has been used and the usual load the snowblower moves. Explained that it was wear-and-tear repair.

Motion Passed

AYES: Blair, Shen, McCord, Dickason,
Denmark, Pinquoch
NAYS: None

Other New Business Items

1. **Reschedule the May 17, 222 Council meeting to May 24, 2022**
Vote to approve and schedule: Denmark, Shen, Blair, Pinquoch, McCord, and Dickason
2. **Scheduling a joint work session with the port and harbor Commission to discuss the Harbor Phase III project April 26, 2022 at 6:00 pm**
Vote to approve and schedule: Denmark, Shen, Blair, McCord, Pinquoch, and Dickason
3. **Schedule a work session to discuss code changes involving but not limited to virtual attendance by council and commissions for meetings Tuesday, May 3, 2022 6:00 pm**
Vote to postpone: Blair, Pinquoch, Denmark, McCord, Shen, and Dickason
4. **Fuel Tax discussion**
Administration stated more research needs to be done. Not vote was taken.
5. **Appoint Monica Stockburger to the Whittier Planning and Zoning Commission, Seat B, expiring 2024***
Passed and approved via Consent Agenda, Monica Stockburger was appointed to the Planning and Zoning Commission to Seat B, term expiring in 2024
6. **Approval of the March 15, 2022 Regular Meeting minutes***
Passed and approved via Consent Agenda

7. **Non Objection to liquor license application for Ocean Front Café, LLC***
Passed and approved via Consent Agenda
8. **RFP Visitors Center**
WILDE Read the RFP and the deadline of May 10, 2022 at 4pm. Hopes to operate the first floor of PSB as a Visitors Center. General discussion given.
9. **Coffee with Council and Commissioners**
Item was discussed during *Assistant City Manager report*.

INFORMATIONAL ITEMS AND REPORTS

January and February 2022 Financial Reports for the City of Whittier *Please see City Council packet which contains monthly Financial Statements*

Why you should get involved with your local government

Coffee with Council and Commissioners April 26, 2022 8AM to 10AM at the BTI Homeowners Lounge flyer

Job Fair and Career Expo April 28, 2022 12pm to 1:30pm in Council Chambers flyer

COUNCIL COMMENTS

PINQUOCH – Reported on the Tourism Best Management Practices meeting. Shared opinions and made comparisons to Juneau. Mentioned code changes and added the possibility of Council and Administration confusing the words *Resolution* and *Recommendation*. Asked about the scheduling and planning of the Coffee with Council and Commissioners. **WILDE** responded the publication process as it was brought up in previous meetings. Stated that it was not a political meeting, it was for members of the community to communicate with their governing boards outside of the Council Chambers during meetings.

BLAIR – Focus is on transparency and code rebuilding. Mentioned the residency issues in Whittier and mentioned homes for future employees at the Head of the Bay, stated prioritizing their quality of life so as to be reciprocated within the community. Mentioned his unavailability for the Coffee with Council and Commissions. **BLAIR** stated that the meeting tonight was the most enjoyable as he was able to see a wide-range of community members come into the Council Chambers with smiles on their faces. Reiterated his joy and the importance of transparency for the best interests of the citizens of Whittier.

PINQUOCH – Commented on the housing situation as well.

DENMARK – Commented on Monica Stockburger's concern about RV dumping. Stated that this service is vital and the City should provide it. Asked if there was a temporary solution for the summer. Asked to prioritize the code in where it states attendance and dynamics between the Commission and the Council.

CITIZENS COMMENTS

Kelly Bender – addressed the housing situation. Reported on her participation in the TBMP meeting. Chamber is overwhelmed. So much work to do. Congestion on land and on water. Wilderness Best Practices.

Arlen Arneson – Mentioned the Port and Harbor Commission and gave some history.

COUNCIL AND ADMINISTRATION RESPONSE TO CITIZEN COMMENTS

Naelene Matsumiya thanked Rachel Wagner and Nick Swain for their efforts in the Community Easter event.

ADJOURNMENT

The meeting was adjourned at 10:05 p.m.

Naelene Matsumiya
City Clerk

(City Seal)

Dave Dickson
Mayor

CALL TO ORDER

The April 28, 2022 special meeting of the Whittier City Council was called to order at 6:01 p.m. by Mayor Dickson.

OPENING CEREMONY

Mayor Dickason led the pledge of allegiance to the flag

ROLL CALL

There were present:
Dave Dickason presiding, and
Dan Blair, Cathy McCord, Victor Shen
Tom Wagner (Telephonic) and
Peter Denmark (Telephonic)

Comprising a quorum of the Board; and
Absent: David Pinquoch

Also Present

Kris Erchinger, Finance Director
David Borg, Harbormaster
Naelene Matsumiya, City Clerk

CITIZENS' COMMENTS ON ANY SUBJECT EXCEPT THOSE ITEMS SCHEDULED FOR PUBLIC HEARING

Mike Bender asked questions about the restroom i.e. cost, size, location etc.

Don Stevens with the Prince William Sound Aquaculture Corporation (PWSAC) gave updates on the hatcheries. Mentioned the ramp at Smitty's cove and the condition it is in, Stated it is big concern. Reported on PWSAC's meeting in the first week of October. Concluded by stating everything is in good shape and that they are working on bringing everything up to code.

APPROVAL OF SPECIAL MEETING AGENDA AND CONSENT AGENDA

~~**RESOLUTION 2022-016** A Resolution of the City Council of the City of Whittier, Alaska, Authorizing the City Manager to Solicit Interest from Trail Maintenance Companies and Enter into a Trail Maintenance Contract to Perform Summer 2022 Maintenance on Horsetail Falls Trail Without a Formal RFP Process for an Amount Not to Exceed \$22,000 and Appropriating Funds~~

Motion (Shen/McCord)

Approval of Agenda and Consent Agenda

Motion Passed

Unanimous

PRESENTATIONS AND REPORTS-NONE

PUBLIC HEARINGS (NON-ORDINANCE)- NONE

NEW BUSINESS

ORDINANCES- NONE

RESOLUTIONS

Motion (Blair/Shen)

RESOLUTION 2022-015 – A Resolution of the City Council of the City of Whittier, Alaska, Authorizing the City Manager to Purchase Two Portable Restroom Units for the Harbor Business District from Portable Restroom Trailers, LLC, in an Amount Not To Exceed \$225,000 Including Shipping, And Appropriating Funds

ERCHINGER explained the short and long term plans to replace the bathrooms in the harbor. Explained a strategy to replace the bathrooms for long term use and the purchase of the temporary bathrooms are positive. Explained that they will be plugged into designated utilities. Enhance visitor experience. Can be sold if City decides to stop using them. **BORG** explained that it is a standard RV but modified as just bathrooms. Can plum into existing restrooms. 3-4 RV plugs. Water, garden hose. 250-500 gallons of potable water. Explained locations. Triangle. Bluetooth capability to send notifications to remind to refill or empty. **ERCHINGER** and **BORG** continued to answered questions from the Council.

Motion Passed

AYES: Blair, Shen, Wagner, McCord, Denmark, and Dickason
NAYS: NONE

Motion (Blair/McCord)

RESOLUTION 2022-016 - A Resolution of the City Council of the City of Whittier, Alaska, Authorizing the City Manager to Solicit Interest from Trail Maintenance Companies and Enter into a Trail Maintenance Contract to Perform Summer 2022 Maintenance on Horsetail Falls Trail Without a Formal RFP Process for an Amount Not to Exceed \$20,000* and Appropriating Funds

Motion Passed

AYES: Blair, Shen, Wagner, McCord, Denmark, and Dickason
NAYS: NONE

Other New Business Items - NONE

INFORMATIONAL ITEMS AND REPORTS - NONE

COUNCIL COMMENTS

None

CITIZENS COMMENTS

None

**COUNCIL AND ADMINISTRATION RESPONSE TO CITIZEN
COMMENTS**

Erchinger stated that the City had received a \$750 grant from Alaskans for Litter Prevention and Recycling (ALPAR) to have a litter patrol program for the summer season in partnership with the PWS Stewardship Foundation.

ADJOURNMENT

The meeting was adjourned at 6:58 p.m.

Naelene Matsumiya
City Clerk

Dave Dickson
Mayor

(City Seal)

CALL TO ORDER

The May 11, 2022 special meeting of the Whittier City Council was called to order at 5:30 p.m. by Mayor Dickson.

OPENING CEREMONY

Mayor Dickson led the pledge of allegiance to the flag

ROLL CALL

There were present:
Dave Dickson presiding, and
Dan Blair, Cathy McCord, Tom Wagner
Victor Shen (Telephonic) and
Peter Denmark (Telephonic)

Comprising a quorum of the Board; and
Absent: David Pinquoch

Also Present

Kris Erchinger, Finance Director
Jackie C. Wilde, Assistant City Manager
Naelene Matsumiya, City Clerk
Scott Korbe, Director of Public Works

CITIZENS' COMMENTS ON ANY SUBJECT EXCEPT THOSE ITEMS SCHEDULED FOR PUBLIC HEARING – None

APPROVAL OF SPECIAL MEETING AGENDA AND CONSENT AGENDA

Motion (Wagner/Blair)

Approval of Agenda and Consent Agenda

Adding discussion item for May 24 rescheduled meeting as it conflicts with the Whittier Community School graduation.

Motion Passed

Unanimous

PRESENTATIONS AND REPORTS-NONE

PUBLIC HEARINGS (NON-ORDINANCE)- NONE

NEW BUSINESS

ORDINANCES- NONE

RESOLUTIONS

Motion (Blair/Wagner)

RESOLUTION 2022-017 – A Resolution Of The City Council Of The City Of Whittier, Alaska, Approving Emergency Repairs To Road And Storm Drain Systems Resulting From Abandoned Federal Infrastructure In An Amount Not To Exceed \$100,000, And Appropriating Funds

ERCHINGER explained that GMC is around various parts of the City conducting earthquake repairs from the November 2018 earthquake and in the process of doing the repairs, old infrastructure was identified. Stated that the City is asking for up to \$100,000 for mitigation efforts. Explained that roads are not usually covered by insurance especially roads with preexisting conditions such as this. **ERCHINGER** also disclosed that these repairs will not be covered by the state either. **ERCHINGER** described the 3 items that were identified; a wooden fuel tank, a steam line, and a sinkhole that could potentially contain more outdated and abandoned infrastructure speculating on the size of the hole. Stated that the City is expecting roughly \$50,000 of additional cost to the contract to ask the contractors to resolve these issues while on site. Stated the importance of removing it now as costs to resolve it in the future will be exponential. Asking Council to appropriate \$100,000 in the event of running into additional challenges. **ERCHINGER** concluded by saying time is of the essence.

BLAIR asked how the road repairs are being covered. **ERCHINGER** responded that this is not a budgeted item and that funding will come from general fund via Major Repair and Replacement fund as the City was not anticipating it. Updated the Council that there is currently \$1.4 million in the account. **ERCHINGER** mentioned to the Council that the State does not cover contingency costs because when the City went out to bid, the State agrees, up front, what they're going to pay for. Stated that even if there was contingency, there still would have been additional costs that Council will have had to approve.

BLAIR asked about the accumulation of the \$1.4 million in the account. **ERCHINGER** responded by mentioning the City's account with UBS for general fund related equipment and infrastructure and the resolution that was brought in front of Council that essentially approved to liquidate the UBS monies in that account and move them into the City's general fund with specific designations that require Council approval in order to be spent.

KORBE reiterated the situation the Council and the abandoned infrastructure that were discovered. **MCCORD** asked if there are any residuals in the earth from the abandoned fuel tank. **KORBE** responded that there are residual hydrocarbons at the site that are being tested and cited by the Alaska Department of Environmental Conservation (DEC). Stated that this has happened in Whittier in the past. **WAGNER** asked if GMC will be the contractors for repairs next spring or will the project go out for bid again. **KORBE** stated that the goal is to have a shovel ready project by 2023 and to seek as much funding. Working with CRW in preliminary stages of project design.

Motion Passed

AYES: Blair, Shen, Wagner, McCord, Denmark, and Dickason
NAYS: NONE

Motion (Blair/Wagner)

RESOLUTION 2022-018- A Resolution Of The City Council Of The City Of Whittier, Alaska, Authorizing An Additional Payment Of \$63,800 Under Duress, To The United States Army Corps Of Engineers, In Addition To The Previously Authorized \$165,000, And Appropriating Funds

ERCHINGER gave history on the City's Relationship with the US Army Corps Of engineers and the land transfer project at the head of the bay. Reminded Council of the early stages of the process to prepare the land at the head of the bay for disposal. Explained that in 2018 the City contributed \$112,000 to the US Army Corps of Engineers for various testing and feasibility studies. Explained that in 2018, the Army Corps appraised the land and as a result, made the decision to sell the property to the City. The Army Corps wrote a letter to the City outlining the diminished cost of the property at the time. **ERCHINGER** stated that the Council approved the purchase of the land, deed was signed, Corps stated they've received approval for transaction. Stated that there was a delay but no indication for any concern. As the delay went on, the City utilized legal counsel and was informed that those responsible in DC were not prepared to sign the deed as the appraisal was too old. **ERCHINGER** gave insight as to best course of action, which is to pay the cost mentioned in the resolution so that the deed is transferred to the City. Stated it is critical for the project at the head of the bay.

BLAIR stated that the increased value is 40% higher. Asked when the appraisal Done.

ERCHINGER responded that most of the money Was spent on studies on contamination. **BLAIR** stated it sounds like they're trying to get more of their remediation costs Out of us under the guise of a reappraisal. **WAGNER** stated the City needs to move on this. **DICKASON** asked what could the path be with legal counsel. **ERCHINGER** replied that the options are the City could conduct it's own appraisal, submit it to DC, but it will continue to delay the project and it is not beneficial for the City of Whittier. **BLAIR** asked if we can anticipate that they will move forward. **ERCHINGER** replied that the City can do everything on our end to facilitate the process, cannot speak on behalf of the US Army Corps of Engineers.

Motion Passed

AYES: Blair, Shen, Wagner, McCord, Denmark, and Dickason
NAYS: NONE

Other New Business Items

B. Discussion of Rescheduled May 24, 2022 Meeting as it conflicts with the Whittier Community School Graduation.

WILDE explained that since there will be three public hearings on the 24th, it was not the City's intention to schedule the meeting on Graduation day. Stated it was unforeseen and wanted to be fully transparent. **DICKASON** responded that he doesn't see a problem with the rescheduled date of May 24.

INFORMATIONAL ITEMS AND REPORTS - NONE

COUNCIL COMMENTS

None

CITIZENS COMMENTS

None

COUNCIL AND ADMINISTRATION RESPONSE TO CITIZEN COMMENTS

ERCHINGER reported on the TBMP meeting. Invited the public to read the Best Management Practices guidelines from Juneau and the Wilderness Best Practices guidelines as well. Stated that both documents can be found on the City's website and on Google. Reported that the group would like to meet in August. **ERCHINGER** also reported on the longstanding IRS situation and that it has been resolved. **WILDE** reported on Princess adopting a highway in Whittier and their plans for monthly clean up as a result of the adoption.

ADJOURNMENT

The meeting was adjourned at 6:17 p.m.

Naelene Matsumiya
City Clerk

(City Seal)

Dave Dickson
Mayor

CITY OF WHITTIER
COMBINED CASH INVESTMENT
MARCH 31, 2022

COMBINED CASH ACCOUNTS

99-000-1000	COMBINED CASH CHECKING	3,313,592.40
99-000-1001	XPRESS DEPOSIT ACCOUNT	215.25
99-000-1020	COMBINED INVESTMENTS	6,497,683.65
	TOTAL COMBINED CASH	9,811,491.30
99-000-1800	CASH CLEARING - ACCT REC	867.20
99-000-1850	CASH CLEARING - UTILITIES	922.28
99-000-0100	CASH ALLOCATED TO OTHER FUNDS	(9,813,280.78)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND	2,141,831.57
14	ALLOCATION TO PUBLIC WORKS EQUIP FUND	295,912.44
20	ALLOCATION TO CRUISE SHIP TAX	1,439,388.03
21	ALLOCATION TO COVID19 GRANT FUND	(14,939.34)
24	ALLOCATION TO NEW CITY PARK FUND	88,760.45
30	ALLOCATION TO SHOTGUN COVE	(72,297.75)
31	ALLOCATION TO 2019 EARTHQUAKE	(623,576.97)
50	ALLOCATION TO WATER AND WASTEWATER	377,784.78
51	ALLOCATION TO SMALL BOAT HARBOR	1,628,705.23
53	ALLOCATION TO DELONG DOCK	1,048,843.31
60	ALLOCATION TO MOTOR POOL	49,517.00
61	ALLOCATION TO COMPENSATED ABSENCES	112,855.68
72	ALLOCATION TO GENERAL FUND MRRF	1,074,900.00
73	ALLOCATION TO HARBOR MRRF	1,214,186.43
75	ALLOCATION TO WATER/WASTEWATER MRRF	1,051,409.92
	TOTAL ALLOCATIONS TO OTHER FUNDS	9,813,280.78
	ALLOCATION FROM COMBINED CASH FUND - 99-000-1000	(9,813,280.78)
	ZERO PROOF IF ALLOCATIONS BALANCE	.00

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

GENERAL FUND

ASSETS

01-000-0100	CASH - COMBINED FUND	2,141,831.57	
01-000-1090	PETTY CASH	250.00	
01-000-1200	ACCOUNTS RECEIVABLE - GENERAL	62,742.64	
01-000-1201	AR- NOT THRU AR JOURNAL CASELL	54,019.91	
01-000-1210	ACCOUNTS REC PROPERTY TAX REAL	35,973.05	
01-000-1212	ACCOUNTS REC PROPERTY TAX PERS	178,402.77	
01-000-1215	UNAPPLIED PAYMENT - PROP TAX	(997.44)	
01-000-1220	ACCOUNTS REC - BUSINESS TAX	9,712.04	
01-000-1230	ACCOUNTS RECEIVABLE - LEASES	83,284.92	
01-000-1299	ALLOWANCE FOR DOUBTFUL ACCOUN	(84,817.13)	
01-000-1720	PREPAID INSURANCE	(.02)	
01-000-1900	SUSPENSE	(8,554.56)	
TOTAL ASSETS			2,471,847.75

LIABILITIES AND EQUITY

LIABILITIES

01-000-2000	ACCOUNTS PAYABLE	23,068.52	
01-000-2050	FEDERAL PAYROLL TAXES PAYABLE	9,906.69	
01-000-2060	ESC TAXES PAYABLE	5,261.60	
01-000-2075	HEALTH & LIFE INSURANCE PAYABL	310.96	
01-000-2080	PERS PAYABLE	4,215.91	
01-000-2090	AFLAC/GUARDIAN INSURANCE LIAB	134.75	
01-000-2310	UNEARNED REVENUE - PROPERTY TA	78,001.76	
01-000-2320	UNEARNED REVENUE - OTHER	856.59	
01-000-2330	UNEARNED REVENUE - LEASES	10,156.14	
TOTAL LIABILITIES			131,912.92

FUND EQUITY

01-000-3000	FUND BALANCE	1,904,231.10	
01-000-3201	F/B-ASSIGNED OPERATING RESERVE	326,831.96	
01-000-3202	F/B-ASSIGNED PARKS AND REC	43,700.88	
01-000-3203	F/B-ASSIGNED EXXON SETTLEMENT	84,427.57	
REVENUE OVER EXPENDITURES - YTD		(19,256.68)	
BALANCE - CURRENT DATE		2,339,934.83	
TOTAL FUND EQUITY			2,339,934.83
TOTAL LIABILITIES AND EQUITY			2,471,847.75

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
01-310-4005 FISH TAX	22,151.54	22,151.54	50,000.00	27,848.46	44.3
01-310-4006 MOTOR VEHICLE REGISTRATION	350.52	350.52	3,500.00	3,149.48	10.0
01-310-4007 LIQUOR TAX	6,550.00	6,550.00	5,000.00	(1,550.00)	131.0
01-310-4009 ELEC & TELE CO-OP TAX	.00	.00	3,500.00	3,500.00	.0
01-310-4200 SALES TAX	.00	2,556.94	575,000.00	572,443.06	.4
01-310-4201 PROPERTY TAX - REAL	.00	.00	380,000.00	380,000.00	.0
01-310-4202 PROPERTY TAX - PERSONAL	.00	51,238.69	340,000.00	288,761.31	15.1
01-310-4205 BUSINESS TRANSPORTATION TAX	.00	3,207.00	405,000.00	401,793.00	.8
TOTAL TAXES	29,052.06	86,054.69	1,762,000.00	1,675,945.31	4.9
<u>LICENSES & PERMITS</u>					
01-320-4250 BUSINESS LICENSES	150.00	1,900.00	4,000.00	2,100.00	47.5
01-320-4251 USER FEES & PERMITS	.00	.00	1,000.00	1,000.00	.0
01-320-4312 AMBULANCE FEES	.00	.00	2,000.00	2,000.00	.0
TOTAL LICENSES & PERMITS	150.00	1,900.00	7,000.00	5,100.00	27.1
<u>INTERGOVERNMENTAL REVENUE</u>					
01-330-4002 STATE REVENUE SHARING	.00	.00	50,000.00	50,000.00	.0
01-330-4003 STATE PAY-IN-LIEU OF TAXES	.00	.00	55,000.00	55,000.00	.0
01-330-4006 STATE OF ALASKA GRANT DCCED	66.56	66.56	.00	(66.56)	.0
01-330-4025 NAT'L FOREST SERVICE RECEIPTS	.00	.00	21,000.00	21,000.00	.0
TOTAL INTERGOVERNMENTAL REVENUE	66.56	66.56	126,000.00	125,933.44	.1
<u>LEASES</u>					
01-345-4512 LEASE INCOME - ARRC AGREEMENT	.00	13,691.45	.00	(13,691.45)	.0
01-345-4513 LEASE CREDITS (CONTRA)	.00	.00	(4,000.00)	(4,000.00)	.0
01-345-4515 LEASE INCOME - CITY LAND	5,589.58	87,448.23	272,751.00	185,302.77	32.1
01-345-4517 LEASES - ARRC LAND	1,176.49	3,529.47	.00	(3,529.47)	.0
01-345-4520 LEASE INCOME - CONDOMINIUMS	1,338.36	2,280.68	12,000.00	9,719.32	19.0
01-345-4525 LAND USE RENT	105.00	315.00	12,250.00	11,935.00	2.6
TOTAL LEASES	8,209.43	107,264.83	293,001.00	185,736.17	36.6
<u>FINES & CITATIONS</u>					
01-350-4261 PSD FINES & CITATIONS	.00	.00	500.00	500.00	.0
01-350-4262 PSD PARKING TICKETS CIVIL	50.00	50.00	500.00	450.00	10.0
TOTAL FINES & CITATIONS	50.00	50.00	1,000.00	950.00	5.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
01-360-4099 MISCELLANEOUS REVENUE	71.25	196.25	2,500.00	2,303.75	7.9
01-360-4204 INTEREST & PENALTIES	.00	385.33	.00	(385.33)	.0
01-360-4900 INTEREST ON BANK ACCOUNTS	270.24	434.44	50,000.00	49,565.56	.9
01-360-4914 TRANSFIELD - TUNNEL CONTRAC	.00	.00	77,825.00	77,825.00	.0
01-360-4915 GIRDWOOD-POLICE CONTRACT	59,006.25	177,018.75	675,000.00	497,981.25	26.2
TOTAL MISCELLANEOUS	59,347.74	178,034.77	805,325.00	627,290.23	22.1
<u>TRANSFERS & OTHER</u>					
01-390-4990 TRANSFER IN FROM CVP FUND	.00	283,487.00	283,487.00	.00	100.0
01-390-4994 TRANSFER IN FROM HARBOR	13,091.66	39,274.98	157,100.00	117,825.02	25.0
01-390-4995 TRANSFER IN FROM WWS	2,909.16	8,727.48	34,910.00	26,182.52	25.0
01-390-4996 TRANSFER IN FROM DELONG DOCK	3,241.66	9,724.98	38,900.00	29,175.02	25.0
TOTAL TRANSFERS & OTHER	19,242.48	341,214.44	514,397.00	173,182.56	66.3
TOTAL FUND REVENUE	116,118.27	714,585.29	3,508,723.00	2,794,137.71	20.4

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN</u>					
01-400-6000 SALARIES & WAGES	26,108.46	73,482.40	338,650.00	265,167.60	21.7
01-400-6030 FICA TAXES	374.01	1,242.72	4,829.00	3,586.28	25.7
01-400-6040 WORKER'S COMP.	(2,311.16)	(1,455.05)	1,596.00	3,051.05	(91.2)
01-400-6050 ESC TAXES	380.51	1,097.96	3,330.00	2,232.04	33.0
01-400-6060 HEALTH & LIFE INSURANCE	5,549.39	14,844.61	67,906.00	53,061.39	21.9
01-400-6070 PERS RETIREMENT	7,109.47	17,796.56	72,608.00	54,811.44	24.5
01-400-6205 ADVERTISING	.00	735.00	5,000.00	4,265.00	14.7
01-400-6220 BANK SERVICES CHARGES	392.40	1,062.33	7,000.00	5,937.67	15.2
01-400-6240 COMMUNITY SUPPORT-DONATIONS	.00	.00	2,000.00	2,000.00	.0
01-400-6280 DUES & SUBSCRIPTIONS	50.00	2,283.98	5,000.00	2,716.02	45.7
01-400-6410 INSURANCE - LIABILITY	.00	7,937.71	8,750.00	812.29	90.7
01-400-6440 INSURANCE - PROPERTY	.00	173.31	.00	(173.31)	.0
01-400-6540 LICENSES & PERMITS	.00	.00	250.00	250.00	.0
01-400-6541 PENALTIES & FEES	.00	.00	1,200.00	1,200.00	.0
01-400-6565 OUTSIDE CONTRACTORS	.00	50.00	15,000.00	14,950.00	.3
01-400-6570 PHYSICAL EXAMS & BACKGROUND CK	.00	53.00	400.00	347.00	13.3
01-400-6580 POSTAGE	403.02	806.04	2,500.00	1,693.96	32.2
01-400-6610 PROF. FEES - ACCOUNTING	1,800.00	3,900.00	25,200.00	21,300.00	15.5
01-400-6620 PROF. FEES - APPRAISAL	.00	8,000.00	12,500.00	4,500.00	64.0
01-400-6625 PROF. FEES - FINANCIAL SOFTWARE	1,666.00	6,198.00	22,000.00	15,802.00	28.2
01-400-6635 PROF. FEES - COMPUTER SUPPORT	.00	.00	7,500.00	7,500.00	.0
01-400-6636 PROF FEES - WEB SITE SUPPORT	.00	.00	4,800.00	4,800.00	.0
01-400-6640 PROF. FEES-ENGINEERING	.00	.00	30,000.00	30,000.00	.0
01-400-6650 PROF. FEES - LEGAL	883.50	922.50	62,000.00	61,077.50	1.5
01-400-6700 PUBLICATIONS & SUBSCRIPTIONS	14.99	514.99	1,200.00	685.01	42.9
01-400-6770 TRAVEL, TRAINING & DEV.	4,257.64	8,722.04	10,000.00	1,277.96	87.2
01-400-7351 EQUIPMENT MAINT. AGREEMENTS	.00	.00	2,000.00	2,000.00	.0
01-400-7450 REPAIRS-OFFICE EQUIPMENT	.00	.00	1,000.00	1,000.00	.0
01-400-8550 SUPPLIES - OFFICE	1,450.65	3,397.87	5,000.00	1,602.13	68.0
01-400-8750 SUPPLIES - PRINTING	.00	.00	500.00	500.00	.0
01-400-9000 UTILITIES - INTERNET	943.13	4,768.84	14,000.00	9,231.16	34.1
01-400-9070 UTILITIES - TELEPHONE	703.98	2,272.98	9,500.00	7,227.02	23.9
01-400-9100 MISCELLANEOUS EXPENSES	.00	.00	2,000.00	2,000.00	.0
01-400-9520 CAPITAL OUTLAY - EQUIPMENT	.00	.00	13,000.00	13,000.00	.0
01-400-9530 CAPITAL OUTLAY-COMPUTER EQUIP	.00	.00	5,000.00	5,000.00	.0
TOTAL ADMIN	49,775.99	158,807.79	763,219.00	604,411.21	20.8

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COUNCIL</u>					
01-401-6240 CITY COUNCIL-COMMUNITY SUPPORT	944.13	1,444.13	4,000.00	2,555.87	36.1
01-401-6241 WEBSITE - CODE UPDATES	.00	.00	2,500.00	2,500.00	.0
01-401-6280 DUES & SUBSCRIPTIONS	.00	.00	600.00	600.00	.0
01-401-6325 FIREWORKS	.00	.00	12,500.00	12,500.00	.0
01-401-6600 PROF. FEES - AUDIT	.00	.00	42,000.00	42,000.00	.0
01-401-6636 PROF FEES - WEB SITE SUPPORT	350.00	350.00	.00	(350.00)	.0
01-401-6650 PROF. FEES - LEGAL	.00	.00	10,000.00	10,000.00	.0
01-401-6710 PUBLIC RELATIONS	.00	.00	2,500.00	2,500.00	.0
01-401-6770 TRAVEL, TRAINING & DEV.	250.00	272.98	3,000.00	2,727.02	9.1
01-401-6800 COUNCIL CHAMBER IMPROV	.00	.00	1,500.00	1,500.00	.0
01-401-8550 SUPPLIES - OFFICE	.00	.00	800.00	800.00	.0
01-401-9500 LOBBYIST FEES	12,000.00	36,000.00	120,000.00	84,000.00	30.0
TOTAL COUNCIL	13,544.13	38,067.11	199,400.00	161,332.89	19.1
<u>ELECTIONS</u>					
01-420-6100 VOLUNTEER SUPPORT	.00	.00	1,200.00	1,200.00	.0
01-420-6205 ADVERTISING	.00	.00	600.00	600.00	.0
01-420-8150 SUPPLIES - CONSUMABLE	.00	.00	550.00	550.00	.0
TOTAL ELECTIONS	.00	.00	2,350.00	2,350.00	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY</u>					
01-510-6000 SALARIES & WAGES	55,229.10	151,840.62	851,273.00	699,432.38	17.8
01-510-6030 FICA TAXES	844.07	2,572.99	22,870.00	20,297.01	11.3
01-510-6040 WORKER'S COMP.	(1,162.59)	9,190.59	41,417.00	32,226.41	22.2
01-510-6050 ESC TAXES	835.69	2,306.48	8,203.00	5,896.52	28.1
01-510-6060 HEALTH & LIFE INSURANCE	7,756.62	15,542.80	106,542.00	90,999.20	14.6
01-510-6070 PERS RETIREMENT	10,017.47	27,378.31	142,041.00	114,662.69	19.3
01-510-6091 UNIFORM ALLOWANCE	160.00	480.00	2,000.00	1,520.00	24.0
01-510-6100 VOLUNTEER SUPPORT	.00	.00	1,000.00	1,000.00	.0
01-510-6205 ADVERTISING	.00	.00	250.00	250.00	.0
01-510-6210 B.T.I. CONDO FEES	.00	.00	1,200.00	1,200.00	.0
01-510-6280 DUES & SUBSCRIPTIONS	14.99	44.97	500.00	455.03	9.0
01-510-6410 INSURANCE - LIABILITY	.00	9,955.35	17,500.00	7,544.65	56.9
01-510-6420 INSURANCE - AUTO	.00	3,515.02	9,000.00	5,484.98	39.1
01-510-6540 LICENSES & PERMITS	.00	.00	2,000.00	2,000.00	.0
01-510-6565 OUTSIDE CONTRACTORS	.00	7,543.37	55,000.00	47,456.63	13.7
01-510-6570 PHYSICAL EXAMS	.00	.00	2,000.00	2,000.00	.0
01-510-6580 POSTAGE	.00	9.45	300.00	290.55	3.2
01-510-6635 PROF. FEES - COMPUTER SUPPORT	.00	.00	1,000.00	1,000.00	.0
01-510-6700 PUBLICATIONS & SUBSCRIPTIONS	.00	.00	500.00	500.00	.0
01-510-6735 EQUIPMENT PURCHASE	.00	.00	6,000.00	6,000.00	.0
01-510-6740 SMALL TOOLS	.00	.00	3,000.00	3,000.00	.0
01-510-6761 TRAINING - EMS SUPVSG MD	.00	.00	2,000.00	2,000.00	.0
01-510-6770 TRAVEL, TRAINING & DEV.	518.00	518.00	5,000.00	4,482.00	10.4
01-510-7100 BUILDING MAINT.	.00	.00	1,500.00	1,500.00	.0
01-510-7150 REPAIRS - COMMUNICATION EQUIPM	.00	.00	2,000.00	2,000.00	.0
01-510-7200 REPAIRS-COMPUTER SYSTEM	.00	.00	1,500.00	1,500.00	.0
01-510-7350 REPAIRS - EQUIPMENT	.00	.00	8,000.00	8,000.00	.0
01-510-7400 REPAIRS - VEHICLES	.00	.00	5,000.00	5,000.00	.0
01-510-7750 GAS & OIL - VEHICLES	2,453.54	3,787.28	15,000.00	11,212.72	25.3
01-510-8020 SUPPLIES - AMMUNITION	.00	.00	5,000.00	5,000.00	.0
01-510-8100 SUPPLIES - COMPUTERS	.00	.00	2,500.00	2,500.00	.0
01-510-8150 SUPPLIES - CONSUMABLE	180.87	2,092.31	4,000.00	1,907.69	52.3
01-510-8550 SUPPLIES - OFFICE	29.18	29.18	2,000.00	1,970.82	1.5
01-510-8950 SUPPLIES - UNIFORMS	.00	.00	4,000.00	4,000.00	.0
01-510-9000 UTILITIES - INTERNET	808.40	4,368.21	14,000.00	9,631.79	31.2
01-510-9070 UTILITIES - TELEPHONE	790.70	2,390.77	8,000.00	5,609.23	29.9
01-510-9525 CAPITAL - MOTOR POOL FUNDING	.00	15,000.00	15,000.00	.00	100.0
TOTAL PUBLIC SAFETY	78,476.04	258,565.70	1,368,096.00	1,109,530.30	18.9

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE</u>					
01-520-6000 SALARIES & WAGES	1,151.98	3,689.68	14,677.00	10,987.32	25.1
01-520-6030 FICA TAXES	16.70	57.51	1,102.00	1,044.49	5.2
01-520-6040 WORKERS COMP	(34.23)	(34.23)	874.00	908.23	(3.9)
01-520-6050 ESC TAXES	17.56	56.13	144.00	87.87	39.0
01-520-6100 VOLUNTEER SUPPORT	.00	.00	8,000.00	8,000.00	.0
01-520-6410 INSURANCE - LIABILITY	.00	405.89	1,000.00	594.11	40.6
01-520-6420 INSURANCE - AUTO	.00	1,486.10	4,500.00	3,013.90	33.0
01-520-6735 EQUIPMENT PURCHASE	.00	.00	5,000.00	5,000.00	.0
01-520-6750 TESTING	.00	.00	2,500.00	2,500.00	.0
01-520-6770 TRAVEL, TRAINING & DEV.	.00	290.00	1,000.00	710.00	29.0
01-520-7350 REPAIRS - EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
01-520-7400 REPAIRS - VEHICLES	.00	.00	1,500.00	1,500.00	.0
01-520-7750 GAS & OIL - VEHICLES	.00	.00	1,000.00	1,000.00	.0
01-520-8550 SUPPLIES - OFFICE	.00	.00	150.00	150.00	.0
01-520-8950 SUPPLIES - UNIFORMS	.00	.00	2,750.00	2,750.00	.0
TOTAL FIRE	1,152.01	5,951.08	46,197.00	40,245.92	12.9

<u>EMS</u>					
01-530-6000 SALARIES & WAGES	10,108.83	30,205.96	133,996.00	103,790.04	22.5
01-530-6030 FICA TAXES	325.83	1,045.82	5,698.00	4,652.18	18.4
01-530-6040 WORKER'S COMP.	(244.94)	5,354.33	12,378.00	7,023.67	43.3
01-530-6050 ESC TAXES	154.74	461.13	1,324.00	862.87	34.8
01-530-6060 HEALTH & LIFE INSURANCE	1,336.70	2,546.47	15,611.00	13,064.53	16.3
01-530-6070 PERS RETIREMENT	1,209.82	3,748.44	15,981.00	12,232.56	23.5
01-530-6091 UNIFORM ALLOWANCE	40.00	120.00	600.00	480.00	20.0
01-530-6100 EMS VOLUNTEER SUPPORT	.00	.00	6,000.00	6,000.00	.0
01-530-6410 INSURANCE - LIABILITY	.00	2,161.25	8,000.00	5,838.75	27.0
01-530-6420 INSURANCE - AUTO	.00	1,440.03	3,500.00	2,059.97	41.1
01-530-6570 PHYSICAL EXAMS	.00	.00	400.00	400.00	.0
01-530-6735 EQUIPMENT PURCHASE	.00	.00	1,000.00	1,000.00	.0
01-530-6750 TESTING	.00	.00	250.00	250.00	.0
01-530-6761 TRAINING - EMS SUPVSG MD	1,000.00	3,000.00	10,000.00	7,000.00	30.0
01-530-6770 TRAVEL, TRAINING & DEV.	340.00	1,175.00	2,000.00	825.00	58.8
01-530-7400 REPAIRS - VEHICLES	.00	.00	1,500.00	1,500.00	.0
01-530-7750 GAS & OIL - VEHICLES	102.92	510.43	2,500.00	1,989.57	20.4
01-530-8150 SUPPLIES - CONSUMABLE	.00	236.97	3,000.00	2,763.03	7.9
01-530-8550 SUPPLIES - OFFICE	9.02	9.02	250.00	240.98	3.6
01-530-8650 SUPPLIES AND DRUGS BILLABLE	169.38	169.38	2,500.00	2,330.62	6.8
01-530-8950 SUPPLIES - UNIFORMS	.00	.00	2,000.00	2,000.00	.0
01-530-9000 UTILITIES - INTERNET	134.73	1,513.74	6,500.00	4,986.26	23.3
01-530-9070 UTILITIES - TELEPHONE	50.25	150.75	500.00	349.25	30.2
TOTAL EMS	14,737.28	53,848.72	235,488.00	181,639.28	22.9

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CLINIC</u>					
01-535-6210 B.T.I. CONDO FEE	756.02	1,512.04	6,879.00	5,366.96	22.0
01-535-6440 INSURANCE - PROPERTY	.00	.00	1,200.00	1,200.00	.0
TOTAL CLINIC	756.02	1,512.04	8,079.00	6,566.96	18.7
<u>PUBLIC WORKS</u>					
01-600-6000 SALARIES & WAGES	15,939.92	47,544.07	310,666.00	263,121.93	15.3
01-600-6030 FICA TAXES	231.13	752.11	5,498.00	4,745.89	13.7
01-600-6040 WORKER'S COMP.	(588.95)	7,136.90	21,124.00	13,987.10	33.8
01-600-6050 ESC TAXES	243.05	723.40	3,063.00	2,339.60	23.6
01-600-6060 HEALTH & LIFE INSURANCE	4,076.80	7,823.23	58,540.00	50,716.77	13.4
01-600-6070 PERS RETIREMENT	3,506.79	10,836.61	64,595.00	53,758.39	16.8
01-600-6410 INSURANCE - LIABILITY	.00	4,602.65	7,750.00	3,147.35	59.4
01-600-6420 INSURANCE - AUTO	.00	1,612.80	4,800.00	3,187.20	33.6
01-600-6430 INSURANCE EQUIPMENT	.00	1,743.79	5,000.00	3,256.21	34.9
01-600-6440 INSURANCE - PROPERTY	.00	202.87	1,000.00	797.13	20.3
01-600-6540 LICENSES & FEES	.00	.00	250.00	250.00	.0
01-600-6565 OUTSIDE CONTRACTORS	.00	111.05	8,000.00	7,888.95	1.4
01-600-6570 PHYSICAL EXAMS	.00	78.00	750.00	672.00	10.4
01-600-6635 PROF. FEES - COMPUTER SUPPORT	.00	.00	2,000.00	2,000.00	.0
01-600-6740 SMALL TOOLS	.00	.00	3,000.00	3,000.00	.0
01-600-6770 TRAVEL, TRAINING & DEV.	49.00	90.00	2,000.00	1,910.00	4.5
01-600-7100 REPAIRS	76.44	76.44	5,000.00	4,923.56	1.5
01-600-7210 REPAIRS - ROADS	.00	.00	7,000.00	7,000.00	.0
01-600-7350 REPAIR & MAINTENANCE	706.00	5,643.55	15,000.00	9,356.45	37.6
01-600-7750 GAS & OIL - VEHICLES	5,018.83	9,427.40	25,000.00	15,572.60	37.7
01-600-8150 SUPPLIES - CONSUMABLE	.00	.00	1,000.00	1,000.00	.0
01-600-8550 SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
01-600-8950 SUPPLIES - UNIFORMS	.00	.00	750.00	750.00	.0
01-600-8970 SUPPLIES - SAFETY	.00	.00	5,000.00	5,000.00	.0
01-600-8995 SUPPLIES & MATERIALS	290.57	602.75	15,000.00	14,397.25	4.0
01-600-9000 UTILITIES - INTERNET	404.20	2,315.02	9,500.00	7,184.98	24.4
01-600-9010 UTILITIES - ELECTRICITY	2,222.56	3,357.51	14,000.00	10,642.49	24.0
01-600-9070 UTILITIES - TELEPHONE	211.46	641.25	1,750.00	1,108.75	36.6
01-600-9095 UTILITIES - WATER/SEWER	.00	.00	5,000.00	5,000.00	.0
01-600-9520 CAPITAL OUTLAY - EQUIPMENT	.00	.00	30,000.00	30,000.00	.0
01-600-9900 INTERDEPARTMENT SUPPORT	.00	(35,000.00)	(35,000.00)	.00	(100.0)
TOTAL PUBLIC WORKS	32,387.80	70,321.40	597,536.00	527,214.60	11.8

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PROPERTY & FACILITIES</u>					
01-700-6210 B.T.I. CONDO FEES	1,884.64	3,769.28	13,099.00	9,329.72	28.8
01-700-6410 INSURANCE - LIABILITY	.00	1,310.02	1,500.00	189.98	87.3
01-700-6440 INSURANCE - PROPERTY	.00	9,656.13	22,000.00	12,343.87	43.9
01-700-6565 PROP & FAC-CONTRACTED SERVICES	555.00	6,520.05	14,000.00	7,479.95	46.6
01-700-7100 REPAIRS - BUILDINGS	.00	.00	5,000.00	5,000.00	.0
01-700-7350 REPAIRS - EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
01-700-8150 SUPPLIES - CONSUMABLE	.00	55.68	1,500.00	1,444.32	3.7
01-700-8550 JANITORIAL SUPPLIES	.00	.00	500.00	500.00	.0
01-700-8970 SUPPLIES - SAFETY	.00	.00	500.00	500.00	.0
01-700-9010 UTILITIES - ELECTRICITY	5,832.86	8,809.93	35,000.00	26,190.07	25.2
01-700-9040 UTILITIES - HEATING FUEL	4,646.25	7,559.75	22,000.00	14,440.25	34.4
01-700-9050 UTILITIES - SOLID WASTE	70.80	212.40	2,000.00	1,787.60	10.6
01-700-9095 UTILITIES - WATER/SEWER	27.26	141.25	2,000.00	1,858.75	7.1
TOTAL PROPERTY & FACILITIES	13,016.81	38,034.49	124,099.00	86,064.51	30.7
<u>PARKS AND RECREATION</u>					
01-800-6000 SALARIES AND WAGES	.00	.00	6,448.00	6,448.00	.0
01-800-6030 FICA TAXES	.00	.00	493.00	493.00	.0
01-800-6040 WORKER'S COMP	.00	.00	31.00	31.00	.0
01-800-6050 ESC TAX	.00	.00	64.00	64.00	.0
01-800-6565 OUTSIDE CONTRACTORS	.00	.00	3,000.00	3,000.00	.0
01-800-7340 PROFESSIONAL SERVICES	.00	.00	8,000.00	8,000.00	.0
01-800-7350 REPAIRS EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
01-800-8950 SUPPLIES AND MATERIALS	.00	392.64	5,000.00	4,607.36	7.9
01-800-9510 CAPITAL OUTLAY - EQUIPMENT	.00	.00	5,000.00	5,000.00	.0
TOTAL PARKS AND RECREATION	.00	392.64	31,036.00	30,643.36	1.3
<u>TRANSFERS TO OTHER FUNDS</u>					
01-990-9990 TRANSFER OUT	.00	23,341.00	23,341.00	.00	100.0
01-990-9991 TRANSFER TO F 14 EQUIP REP PW	.00	25,000.00	25,000.00	.00	100.0
01-990-9992 CAPITAL EQUIPMENT SET ASIDE	.00	60,000.00	60,000.00	.00	100.0
TOTAL TRANSFERS TO OTHER FUNDS	.00	108,341.00	108,341.00	.00	100.0
TOTAL FUND EXPENDITURES	203,846.08	733,841.97	3,483,841.00	2,749,999.03	21.1
NET REVENUE OVER EXPENDITURES	(87,727.81)	(19,256.68)	24,882.00	44,138.68	(77.4)

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

PUBLIC WORKS EQUIP FUND

ASSETS

14-000-0100	CASH - COMBINED FUND	295,912.44	
	TOTAL ASSETS		295,912.44

LIABILITIES AND EQUITY

FUND EQUITY

14-000-3000	FUND BALANCE	270,912.44	
	REVENUE OVER EXPENDITURES - YTD	25,000.00	
	BALANCE - CURRENT DATE	295,912.44	
	TOTAL FUND EQUITY		295,912.44
	TOTAL LIABILITIES AND EQUITY		295,912.44

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

PUBLIC WORKS EQUIP FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TRANSFERS FROM OTHER FUNDS</u>					
14-390-4990	TRANSFER FROM GENERAL FUND	.00	25,000.00	25,000.00	.00	100.0
	TOTAL TRANSFERS FROM OTHER FUNDS	.00	25,000.00	25,000.00	.00	100.0
	TOTAL FUND REVENUE	.00	25,000.00	25,000.00	.00	100.0
	NET REVENUE OVER EXPENDITURES	.00	25,000.00	25,000.00	.00	100.0

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

CRUISE SHIP TAX

ASSETS

20-000-0100	CASH - COMBINED FUND	1,439,388.03	
	TOTAL ASSETS		1,439,388.03

LIABILITIES AND EQUITY

LIABILITIES

20-000-2000	ACCOUNTS PAYABLE	30,609.16	
	TOTAL LIABILITIES		30,609.16

FUND EQUITY

20-000-3000	UNDESIGNATED-FUND BALANCE	1,900,379.95	
	REVENUE OVER EXPENDITURES - YTD	(491,601.08)	
	BALANCE - CURRENT DATE	1,408,778.87	
	TOTAL FUND EQUITY		1,408,778.87
	TOTAL LIABILITIES AND EQUITY		1,439,388.03

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

CRUISE SHIP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TAXES - REVENUE</u>					
20-310-4008	CRUISE SHIP TAX	.00	.00	500,000.00	500,000.00	.0
	TOTAL TAXES - REVENUE	.00	.00	500,000.00	500,000.00	.0
	TOTAL FUND REVENUE	.00	.00	500,000.00	500,000.00	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

CRUISE SHIP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DONATIONS - SUPPORT</u>					
20-400-6240	MUSEUM SUPPORT - DONATIONS	.00	15,000.00	15,000.00	.00	100.0
20-400-6565	CONTRACTED SERVICES	.00	.00	300,000.00	300,000.00	.0
20-400-6650	PROF. FEES - LEGAL	30,609.16	37,964.08	.00	(37,964.08)	.0
	TOTAL DONATIONS - SUPPORT	30,609.16	52,964.08	315,000.00	262,035.92	16.8
	<u>TRANSFERS OUT</u>					
20-990-9990	TRANSFER TO OTHER FUNDS	.00	283,487.00	283,487.00	.00	100.0
20-990-9992	TRANSFER TO HARBOR FUND #51	.00	155,150.00	155,150.00	.00	100.0
	TOTAL TRANSFERS OUT	.00	438,637.00	438,637.00	.00	100.0
	TOTAL FUND EXPENDITURES	30,609.16	491,601.08	753,637.00	262,035.92	65.2
	NET REVENUE OVER EXPENDITURES	(30,609.16)	(491,601.08)	(253,637.00)	237,964.08	(193.8)

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

COVID19 GRANT FUND

ASSETS

21-000-0100	CASH - COMBINED FUND	(14,939.34)	
21-000-1200	ACCOUNTS RECEIVABLE		14,939.34	
			<hr/>	
	TOTAL ASSETS			<hr/> <hr/>
				.00

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

NEW CITY PARK FUND

ASSETS

24-000-0100	CASH - COMBINED FUND	88,760.45	
	TOTAL ASSETS		88,760.45

LIABILITIES AND EQUITY

FUND EQUITY

24-000-3000	FUND BALANCE	88,760.45	
	TOTAL FUND EQUITY		88,760.45
	TOTAL LIABILITIES AND EQUITY		88,760.45

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

SHOTGUN COVE

ASSETS

30-000-0100	CASH - COMBINED FUND	(72,297.75)	
30-000-1205	GRANT RECEIVABLE		117,579.13	
	TOTAL ASSETS			45,281.38

LIABILITIES AND EQUITY

LIABILITIES

30-000-2000	ACCOUNTS PAYABLE		45,481.25	
	TOTAL LIABILITIES			45,481.25

FUND EQUITY

REVENUE OVER EXPENDITURES - YTD	(199.87)		
BALANCE - CURRENT DATE	(199.87)		
TOTAL FUND EQUITY			(199.87)
TOTAL LIABILITIES AND EQUITY				45,281.38

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

SHOTGUN COVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>FEDERAL GRANT REVENUE WFL</u>					
30-350-4063	WFL DLG GRANT 3303A70007700000	96,125.93	96,125.93	.00	(96,125.93)	.0
30-350-4064	WFL FLAP REVENUE 6905671950011	21,453.20	21,453.20	.00	(21,453.20)	.0
	TOTAL FEDERAL GRANT REVENUE WFL	117,579.13	117,579.13	.00	(117,579.13)	.0
	TOTAL FUND REVENUE	117,579.13	117,579.13	.00	(117,579.13)	.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

SHOTGUN COVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>FEDERAL GRANT EXPENDITURES WFL</u>					
30-850-9543	WFL DLG GRANT DTFH70-03A170077	45,481.25	96,325.80	.00	(96,325.80)	.0
30-850-9544	FLAP 1 SCR DESIGN	.00	21,453.20	.00	(21,453.20)	.0
	TOTAL FEDERAL GRANT EXPENDITURES W	45,481.25	117,779.00	.00	(117,779.00)	.0
	TOTAL FUND EXPENDITURES	45,481.25	117,779.00	.00	(117,779.00)	.0
	NET REVENUE OVER EXPENDITURES	72,097.88	(199.87)	.00	199.87	.0

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

2019 EARTHQUAKE

ASSETS

31-000-0100	CASH - COMBINED FUND	(623,576.97)	
31-000-1205	GRANT RECEIVABLE	649,044.77	
	TOTAL ASSETS		25,467.80

LIABILITIES AND EQUITY

LIABILITIES

31-000-2002	AP OTHER NOT THRU JOURNAL	467.80	
	TOTAL LIABILITIES		467.80

FUND EQUITY

31-000-3000	FUND BALANCE	25,000.00	
	TOTAL FUND EQUITY		25,000.00
	TOTAL LIABILITIES AND EQUITY		25,467.80

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

WATER AND WASTEWATER

ASSETS

50-000-0100	CASH - COMBINED FUND	377,784.78	
50-000-1200	ACCT REC - WATER WASTEWATER	178,376.59	
50-000-1800	SYSTEMS	12,666,103.20	
50-000-1810	BUILDINGS & FACILITIES	1,288,370.61	
50-000-1820	MACHINERY & EQUIPMENT	115,753.81	
50-000-1830	CONSTRUCTION IN PROGRESS	257,105.00	
50-000-1890	ACCUMULATED DEPRECIATION	(7,909,900.76)	
	TOTAL ASSETS		6,973,593.23

LIABILITIES AND EQUITY

LIABILITIES

50-000-2000	ACCOUNTS PAYABLE	2,144.00	
50-000-2050	FEDERAL PAYROLL TAXES PAYABLE	815.37	
50-000-2060	ESC TAXES PAYABLE	576.46	
50-000-2075	HEALTH & LIFE INSURANCE PAYABL	62.51	
50-000-2080	PERS PAYABLE	(381.94)	
50-000-2090	AFLAC/GUARDIAN INSURANCE LIAB	16.83	
50-000-2095	ACCRUED LEAVE	13,872.78	
50-000-2320	UNEARNED REVENUE	417.66	
	TOTAL LIABILITIES		17,523.67

FUND EQUITY

50-000-3000	RETAINED EARNINGS	(1,269,358.65)	
50-000-3350	NET INVESTMENT CAPITAL ASSETS	8,248,949.93	
	REVENUE OVER EXPENDITURES - YTD	(23,521.72)	
	BALANCE - CURRENT DATE	6,956,069.56	
	TOTAL FUND EQUITY		6,956,069.56
	TOTAL LIABILITIES AND EQUITY		6,973,593.23

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

WATER AND WASTEWATER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>CHARGES FOR SERVICES</u>					
50-340-4300	WATER SERVICE CHARGES	7,842.93	21,996.88	250,000.00	228,003.12	8.8
50-340-4350	WASTE WATER SERVICE CHARGES	5,251.29	15,835.68	80,000.00	64,164.32	19.8
50-340-4500	ENTERPRISE-PERMIT FEES	.00	.00	100.00	100.00	.0
	TOTAL CHARGES FOR SERVICES	13,094.22	37,832.56	330,100.00	292,267.44	11.5
	<u>MISCELLANEOUS</u>					
50-360-4901	INTEREST ON BANK ACCOUNTS	.00	.00	17,500.00	17,500.00	.0
50-360-4910	MISCELLANEOUS INCOME	334.12	812.21	1,500.00	687.79	54.2
	TOTAL MISCELLANEOUS	334.12	812.21	19,000.00	18,187.79	4.3
	<u>PROPERTY & SURPLUS SALES</u>					
50-390-4990	TRANSFERS IN	.00	23,341.00	23,341.00	.00	100.0
	TOTAL PROPERTY & SURPLUS SALES	.00	23,341.00	23,341.00	.00	100.0
	TOTAL FUND REVENUE	13,428.34	61,985.77	372,441.00	310,455.23	16.6

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

WATER AND WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER & WASTE WATER OPERATING</u>					
50-800-6000 SALARIES & WAGES	10,159.51	28,449.49	140,535.00	112,085.51	20.2
50-800-6030 FICA TAXES	146.84	451.49	2,517.00	2,065.51	17.9
50-800-6040 WORKER'S COMP.	(161.84)	1,723.35	5,724.00	4,000.65	30.1
50-800-6050 ESC TAXES	153.17	430.93	1,383.00	952.07	31.2
50-800-6060 HEALTH & LIFE INSURANCE	1,642.10	3,484.76	19,123.00	15,638.24	18.2
50-800-6070 PERS RETIREMENT	2,135.32	6,213.04	28,020.00	21,806.96	22.2
50-800-6260 BAD DEBT EXPENSE	280.46	280.46	.00	(280.46)	.0
50-800-6270 DEPRECIATION	.00	.00	330,898.00	330,898.00	.0
50-800-6280 DUES & SUBSCRIPTIONS	.00	.00	500.00	500.00	.0
50-800-6410 INSURANCE - LIABILITY	.00	2,438.86	3,600.00	1,161.14	67.8
50-800-6430 INSURANCE - EQUIP	.00	.00	250.00	250.00	.0
50-800-6440 INSURANCE - PROPERTY	.00	2,128.50	3,500.00	1,371.50	60.8
50-800-6540 LICENSES & PERMITS	.00	925.00	1,200.00	275.00	77.1
50-800-6565 OUTSIDE CONTRACTORS	.00	.00	10,000.00	10,000.00	.0
50-800-6570 PHYSICAL EXAMS	.00	.00	500.00	500.00	.0
50-800-6580 POSTAGE	.00	.00	1,300.00	1,300.00	.0
50-800-6635 PROF. FEES - COMPUTER SUPPORT	.00	.00	1,200.00	1,200.00	.0
50-800-6740 SMALL TOOLS	.00	.00	4,000.00	4,000.00	.0
50-800-6750 TESTING WATER/SEWER	.00	1,000.00	9,000.00	8,000.00	11.1
50-800-6770 TRAVEL, TRAINING & DEV.	.00	.00	5,500.00	5,500.00	.0
50-800-7100 REPAIRS - BUILDING	.00	.00	5,000.00	5,000.00	.0
50-800-7350 REPAIRS - EQUIPMENT	173.27	173.27	5,000.00	4,826.73	3.5
50-800-7650 REPAIRS - SYSTEM	.00	.00	5,000.00	5,000.00	.0
50-800-7750 GAS & OIL - VEHICLES	147.44	766.58	4,000.00	3,233.42	19.2
50-800-8550 SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
50-800-8950 UNIFORMS	.00	.00	500.00	500.00	.0
50-800-8970 SUPPLIES - SAFETY	74.99	74.99	1,500.00	1,425.01	5.0
50-800-8995 SUPPLIES & MATERIALS	.00	.00	3,500.00	3,500.00	.0
50-800-9000 UTILITIES -INTERNET	134.73	1,513.74	1,500.00	(13.74)	100.9
50-800-9010 UTILITIES - ELECTRICITY	3,543.59	5,636.04	30,000.00	24,363.96	18.8
50-800-9040 UTILITIES - HEATING FUEL	528.46	792.05	5,000.00	4,207.95	15.8
50-800-9070 UTILITIES - TELEPHONE	99.15	297.46	600.00	302.54	49.6
50-800-9900 TRANSFER OUT TO GF	2,909.16	8,727.48	34,910.00	26,182.52	25.0
50-800-9901 TRANSFERS OUT - OTHER	.00	20,000.00	20,000.00	.00	100.0
TOTAL WATER & WASTE WATER OPERATING	21,966.35	85,507.49	685,760.00	600,252.51	12.5
TOTAL FUND EXPENDITURES	21,966.35	85,507.49	685,760.00	600,252.51	12.5
NET REVENUE OVER EXPENDITURES	(8,538.01)	(23,521.72)	(313,319.00)	(289,797.28)	(7.5)

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

SMALL BOAT HARBOR

ASSETS

51-000-0100	CASH - COMBINED FUND	1,628,705.23	
51-000-0110	2017 HARBOR BOND RESERVE	159,025.00	
51-000-1090	PETTY CASH	350.00	
51-000-1201	ACCTS REC FROM HARBOR	(29,539.42)	
51-000-1230	ACCOUNTS RECEIVABLE - LEASES	2,575.17	
51-000-1299	ALLOWANCE FOR DOUBTFUL ACCOUNT	(4,635.88)	
51-000-1720	PREPAID INSURANCE	(.04)	
51-000-1810	BUILDINGS & FACILITIES	24,086,913.66	
51-000-1820	MACHINERY & EQUIPMENT	267,230.46	
51-000-1824	EQUIPMENT - COMPUTER	65,424.10	
51-000-1890	ACCUMULATED DEPRECIATION	(11,385,168.56)	
TOTAL ASSETS			14,790,879.72

LIABILITIES AND EQUITY

LIABILITIES

51-000-2000	ACCOUNTS PAYABLE	7,617.57	
51-000-2002	AP OTHER NOT THRU JOURNAL	3,124.61	
51-000-2050	FEDERAL PAYROLL TAXES PAYABLE	2,121.23	
51-000-2060	ESC TAXES PAYABLE	2,841.94	
51-000-2075	HEALTH & LIFE INSURANCE PAYABL	(1,158.35)	
51-000-2080	PERS PAYABLE	(328.32)	
51-000-2090	AFLAC/GUARDIAN INSURANCE LIAB	16.84	
51-000-2095	ACCRUED LEAVE	44,426.00	
51-000-2178	ACCRUED INTEREST PAYABLE	13,670.83	
51-000-2180	CURRENT PORT. 2017 BOND PREMIUM	8,843.00	
51-000-2182	CURRENT PORT. 2017 HARBOR BOND	75,000.00	
51-000-2186	NET PREMIUM-2017 BOND ISSUANCE	123,802.45	
51-000-2188	L/T PORTION. 2017 HARBOR BOND	1,660,000.00	
51-000-2320	UNEARNED REVENUE - MOORAGE	223,975.77	
TOTAL LIABILITIES			2,163,953.57

FUND EQUITY

51-000-3000	RETAINED EARNINGS	(4,093,840.35)	
51-000-3350	NET INVESTMENT CAPITAL ASSETS	16,362,156.74	
REVENUE OVER EXPENDITURES - YTD		358,609.76	
BALANCE - CURRENT DATE			12,626,926.15
TOTAL FUND EQUITY			12,626,926.15
TOTAL LIABILITIES AND EQUITY			14,790,879.72

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
51-340-4399 MOORAGE - TRANSIENT WINTER	.00	1,641.24	20,000.00	18,358.76	8.2
51-340-4401 MOORAGE - PREFERENTIAL	.00	483,042.52	545,000.00	61,957.48	88.6
51-340-4402 MOORAGE - TRANSIENT	(2,193.02)	137,727.89	425,000.00	287,272.11	32.4
51-340-4403 BOAT LIFT FEES	.00	498.00	.00	(498.00)	.0
51-340-4404 UTILITY FEES	.00	13,962.64	60,000.00	46,037.36	23.3
51-340-4406 WHARFAGE FEES	.00	434.72	15,000.00	14,565.28	2.9
51-340-4407 VESSEL TOW FEES	.00	.00	1,000.00	1,000.00	.0
51-340-4409 WAITING LIST FEES	.00	15,400.00	16,000.00	600.00	96.3
51-340-4410 PUMP OUT FEES	.00	75.00	500.00	425.00	15.0
51-340-4411 LAUNCH FEES	.00	160.00	150,000.00	149,840.00	.1
51-340-4412 SHOWERS	.00	.00	3,000.00	3,000.00	.0
51-340-4413 GRID	.00	106.48	2,000.00	1,893.52	5.3
51-340-4414 VESSEL MAINTENANCE	.00	.00	7,000.00	7,000.00	.0
51-340-4415 DRY STORAGE FEES	.00	1,017.42	5,000.00	3,982.58	20.4
51-340-4416 PARKING - ANNUAL	.00	2,000.00	45,000.00	43,000.00	4.4
51-340-4426 PARKING DAILY	.00	418.00	60,000.00	59,582.00	.7
51-340-4445 MISC. SERVICES	.00	(1,280.88)	3,000.00	4,280.88	(42.7)
TOTAL CHARGES FOR SERVICES	(2,193.02)	655,203.03	1,357,500.00	702,296.97	48.3
<u>LEASES INCOME</u>					
51-345-4512 LEASE - ARRC NET OF RR SHARE	8,841.78	59,858.90	95,000.00	35,141.10	63.0
51-345-4513 LEASE CREDITS (CONTRA)	.00	(33,333.56)	.00	33,333.56	.0
51-345-4515 LEASE - GARBAGE REVENUE	.00	.00	30,000.00	30,000.00	.0
TOTAL LEASES INCOME	8,841.78	26,525.34	125,000.00	98,474.66	21.2
<u>OTHER REVENUE</u>					
51-360-4416 STORAGE IN LIEU OF LEASE	.00	.00	25,000.00	25,000.00	.0
51-360-4417 FUEL FLOAT INCOME	.00	22,863.28	25,000.00	2,136.72	91.5
51-360-4430 CAMPING	.00	.00	12,000.00	12,000.00	.0
51-360-4900 INTEREST & LATE FEES ON A/R	.00	50.12	1,500.00	1,449.88	3.3
51-360-4901 INTEREST ON BANK ACCO	.00	.00	10,000.00	10,000.00	.0
51-360-4910 MISCELLANEOUS INCOME	.00	.00	15,000.00	15,000.00	.0
51-360-4957 AMORTIZATION OF BOND PREMIUM	.00	.00	8,843.00	8,843.00	.0
TOTAL OTHER REVENUE	.00	22,913.40	97,343.00	74,429.60	23.5
<u>TRANSFERS IN AND OTHER</u>					
51-390-4991 TRANSFER FROM CPV FUND	.00	155,150.00	155,150.00	.00	100.0
TOTAL TRANSFERS IN AND OTHER	.00	155,150.00	155,150.00	.00	100.0

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL FUND REVENUE	6,648.76	859,791.77	1,734,993.00	875,201.23	49.6

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

SMALL BOAT HARBOR

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HARBOR OPERATIONS EXP</u>						
51-800-6000	SALARIES & WAGES	31,728.82	87,860.69	494,503.00	406,642.31	17.8
51-800-6030	FICA TAXES	458.26	1,465.50	11,291.00	9,825.50	13.0
51-800-6040	WORKER'S COMP.	(868.45)	7,984.54	20,584.00	12,599.46	38.8
51-800-6050	ESC TAXES	476.76	1,310.07	4,888.00	3,577.93	26.8
51-800-6060	HEALTH & LIFE INSURANCE	6,437.56	12,806.20	103,264.00	90,457.80	12.4
51-800-6070	PERS RETIREMENT	6,873.97	19,324.77	96,561.00	77,236.23	20.0
51-800-6205	ADVERTISING	.00	.00	500.00	500.00	.0
51-800-6220	BANK SERVICE CHARGES	901.40	14,107.05	38,000.00	23,892.95	37.1
51-800-6260	BAD DEBT EXPENSE	.00	.00	10,000.00	10,000.00	.0
51-800-6265	BOND INTEREST EXPENSE	41,012.50	41,012.50	80,150.00	39,137.50	51.2
51-800-6270	DEPRECIATION	.00	.00	940,000.00	940,000.00	.0
51-800-6280	DUES & SUBSCRIPTIONS	.00	518.56	500.00	(18.56)	103.7
51-800-6410	INSURANCE - LIABILITY	.00	21,298.22	32,000.00	10,701.78	66.6
51-800-6420	INSURANCE - AUTO	.00	226.74	1,000.00	773.26	22.7
51-800-6430	INSURANCE EQUIPMENT	.00	247.97	600.00	352.03	41.3
51-800-6440	INSURANCE - PROPERTY	.00	21,326.00	40,000.00	18,674.00	53.3
51-800-6490	INSURANCE CLAIMS-DEDU	.00	.00	5,000.00	5,000.00	.0
51-800-6540	ENTERPRISE-LICENSES & PERMITS	.00	.00	125.00	125.00	.0
51-800-6565	OUTSIDE CONTRACTORS	(1,394.25)	13,856.75	30,000.00	16,143.25	46.2
51-800-6570	PHYSICAL EXAMS	.00	.00	500.00	500.00	.0
51-800-6580	POSTAGE	.00	500.00	2,500.00	2,000.00	20.0
51-800-6635	PROF. FEES - COMPUTER SUPPORT	.00	.00	3,000.00	3,000.00	.0
51-800-6636	PROF FEES - WEB SITE	.00	.00	250.00	250.00	.0
51-800-6650	PROF. FEES - LEGAL	.00	.00	2,000.00	2,000.00	.0
51-800-6700	PUBLICATIONS&SUBS.	.00	.00	350.00	350.00	.0
51-800-6730	EQUIPMENT RENTAL	.00	.00	1,000.00	1,000.00	.0
51-800-6740	SMALL TOOLS	.00	.00	2,500.00	2,500.00	.0
51-800-6770	TRAVEL, TRAINING & DEV.	333.76	533.76	3,000.00	2,466.24	17.8
51-800-6780	WASTE DISPOSAL - EVOS	.00	.00	4,000.00	4,000.00	.0
51-800-7100	REPAIRS - BUILDINGS	.00	.00	6,000.00	6,000.00	.0
51-800-7350	REPAIRS - EQUIPMENT	638.86	894.24	15,000.00	14,105.76	6.0
51-800-7400	REPAIRS - VEHICLES	.00	.00	2,000.00	2,000.00	.0
51-800-7500	PARKING LOT MAINTENANCE	22.00	22.00	1,000.00	978.00	2.2
51-800-7610	REPAIRS - UTILITIES	.00	.00	10,000.00	10,000.00	.0
51-800-7750	GAS & OIL - VEHICLES	315.88	613.82	6,000.00	5,386.18	10.2
51-800-7820	REPAIRS - DOCKS	.00	.00	20,000.00	20,000.00	.0
51-800-8150	SUPPLIES - CONSUMABLE	471.61	2,853.97	30,000.00	27,146.03	9.5
51-800-8200	SUPPLIES - PARKING	.00	.00	1,000.00	1,000.00	.0
51-800-8400	SUPPLIES - FIRE SUPPRESSION	.00	.00	3,000.00	3,000.00	.0
51-800-8550	SUPPLIES - OFFICE	.00	87.70	6,000.00	5,912.30	1.5
51-800-8950	SUPPLIES - UNIFORMS	.00	.00	2,500.00	2,500.00	.0
51-800-8970	SUPPLIES - SAFETY	.00	.00	5,000.00	5,000.00	.0
51-800-9000	UTILITIES - INTERNET	1,171.35	4,680.07	17,000.00	12,319.93	27.5
51-800-9010	UTILITIES - ELECTRICITY	16,546.03	25,966.18	83,000.00	57,033.82	31.3
51-800-9040	UTILITIES - HEATING FUEL	833.49	1,404.66	7,000.00	5,595.34	20.1
51-800-9050	UTILITIES - SOLID WASTE	3,264.34	9,790.94	108,000.00	98,209.06	9.1
51-800-9070	UTILITIES - TELEPHONE	167.13	499.20	2,400.00	1,900.80	20.8
51-800-9095	UTILITIES - WATER/WASTEWATER	411.88	714.93	35,000.00	34,285.07	2.0
51-800-9213	HARBOR EMERGENCY REPAIR	.00	.00	10,000.00	10,000.00	.0
51-800-9510	SNOW REMOVAL	.00	35,000.00	35,000.00	.00	100.0
51-800-9515	CAPITAL - PARKING METERS	.00	.00	2,000.00	2,000.00	.0
51-800-9900	TRANSFER OUT TO GF	13,091.66	39,274.98	157,100.00	117,825.02	25.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

SMALL BOAT HARBOR

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
51-800-9901	TRANSFERS OUT - OTHER	.00	60,000.00	60,000.00	.00	100.0
	TOTAL HARBOR OPERATIONS EXP	122,894.56	426,182.01	2,552,066.00	2,125,883.99	16.7
	<u>CAPITAL OUTLAY - FROM RESERVE</u>					
51-900-9510	CAPITAL OUTLAY - BLDG & FACIL	.00	.00	31,000.00	31,000.00	.0
51-900-9520	CAPITAL OUTLAY - EQUIPMENT	.00	.00	2,500.00	2,500.00	.0
51-900-9530	CAPITOL OUTLAY - COMP	.00	.00	2,000.00	2,000.00	.0
51-900-9575	BOND PRINCIPAL	75,000.00	75,000.00	75,000.00	.00	100.0
	TOTAL CAPITAL OUTLAY - FROM RESERVE	75,000.00	75,000.00	110,500.00	35,500.00	67.9
	TOTAL FUND EXPENDITURES	197,894.56	501,182.01	2,662,566.00	2,161,383.99	18.8
	NET REVENUE OVER EXPENDITURES	(191,245.80)	358,609.76	(927,573.00)	(1,286,182.76)	38.7

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

DELONG DOCK

ASSETS

53-000-0100	CASH - COMBINED FUND	1,048,843.31	
53-000-1201	ACCTS REC FROM DELONG DOCK	356,078.12	
53-000-1810	BUILDINGS & FACILITIES	5,529,048.95	
53-000-1820	MACHINERY & EQUIPMENT	4,259.00	
53-000-1890	ACCUMULATED DEPRECIATION	(1,618,548.09)	
	TOTAL ASSETS		5,319,681.29

LIABILITIES AND EQUITY

LIABILITIES

53-000-2000	ACCOUNTS PAYABLE	317.33	
53-000-2050	FEDERAL PAYROLL TAXES PAYABLE	363.08	
53-000-2060	ESC TAXES PAYABLE	402.58	
53-000-2075	HEALTH & LIFE INSURANCE PAYABL	(469.51)	
53-000-2080	PERS PAYABLE	870.62	
	TOTAL LIABILITIES		1,484.10

FUND EQUITY

53-000-3000	RETAINED EARNINGS	5,365,726.81	
	REVENUE OVER EXPENDITURES - YTD	(47,529.62)	
	BALANCE - CURRENT DATE	5,318,197.19	
	TOTAL FUND EQUITY		5,318,197.19
	TOTAL LIABILITIES AND EQUITY		5,319,681.29

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

DELONG DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>DELONG DOCK CHARGES FOR SERVIC</u>					
53-341-4251 USER FEES & PERMITS	.00	.00	9,000.00	9,000.00	.0
53-341-4402 MOORAGE - TRANSIENT	.00 (351.23)	5,000.00	5,351.23 (7.0)
53-341-4404 UTILITY FEES	.00	.00	15,000.00	15,000.00	.0
53-341-4406 WHARFAGE FEES	.00	.00	360,000.00	360,000.00	.0
TOTAL DELONG DOCK CHARGES FOR SERV	.00 (351.23)	389,000.00	389,351.23 (.1)
TOTAL FUND REVENUE	.00 (351.23)	389,000.00	389,351.23 (.1)

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

DELONG DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 801</u>					
53-801-6000 SALARES & WAGES	5,904.89	17,603.03	54,945.00	37,341.97	32.0
53-801-6030 FICA/MEDICARE	85.63	259.91	1,255.00	995.09	20.7
53-801-6040 WORKER'S COMP.	.00	.00	2,287.00	2,287.00	.0
53-801-6050 ESC TAXES	90.04	267.84	543.00	275.16	49.3
53-801-6060 HEALTH & LIFE INSURANCE	1,077.76	3,702.81	11,474.00	7,771.19	32.3
53-801-6070 PERS RETIREMENT	1,299.07	3,968.02	10,729.00	6,760.98	37.0
53-801-6410 INSURANCE - LIABILITY	.00	5,176.92	15,000.00	9,823.08	34.5
53-801-6440 INSURANCE - PROPERTY	.00	5,729.45	10,000.00	4,270.55	57.3
53-801-6565 OUTSIDE CONTRACTORS	.00	.00	20,000.00	20,000.00	.0
53-801-6730 EQUIPMENT RENTAL	.00	.00	2,500.00	2,500.00	.0
53-801-6740 SMALL TOOLS	.00	.00	1,000.00	1,000.00	.0
53-801-7750 GAS & OIL - VEHICLES	.00	.00	500.00	500.00	.0
53-801-7820 REPAIRS - DOCKS	.00	.00	20,000.00	20,000.00	.0
53-801-8150 SUPPLIES - CONSUMABLE	.00	.00	2,500.00	2,500.00	.0
53-801-8400 SUPPLIES - FIRE SUPPRESSION	.00	.00	1,000.00	1,000.00	.0
53-801-8950 SUPPLIES - UNIFORMS	.00	.00	1,000.00	1,000.00	.0
53-801-8970 SUPPLIES - SAFETY	.00	.00	2,000.00	2,000.00	.0
53-801-9010 UTILITIES - ELECTRICITY	423.73	745.43	19,000.00	18,254.57	3.9
53-801-9050 UTILITIES - SOLID WASTE	.00	.00	1,500.00	1,500.00	.0
53-801-9095 UTILITIES - WATER/WASTEWATER	.00	.00	5,000.00	5,000.00	.0
53-801-9900 TRANSFER OUT TO GF	3,241.66	9,724.98	38,900.00	29,175.02	25.0
TOTAL DEPARTMENT 801	12,122.78	47,178.39	221,133.00	173,954.61	21.3
<u>CAPITAL OUTLAY</u>					
53-900-9504 CAPITAL IMPROVEMENTS	.00	.00	45,000.00	45,000.00	.0
53-900-9540 CAP EXP EMERGENCY REPAIRS	.00	.00	5,000.00	5,000.00	.0
TOTAL CAPITAL OUTLAY	.00	.00	50,000.00	50,000.00	.0
TOTAL FUND EXPENDITURES	12,122.78	47,178.39	271,133.00	223,954.61	17.4
NET REVENUE OVER EXPENDITURES	(12,122.78)	(47,529.62)	117,867.00	165,396.62	(40.3)

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

MOTOR POOL

ASSETS

60-000-0100	CASH - COMBINED FUND	49,517.00	
60-000-1820	MACHINERY & EQUIPMENT	303,500.00	
60-000-1823	EQUIPMENT - VEHICLES	60,000.00	
60-000-1890	ACCUMULATED DEPRECIATION	(28,804.75)	
TOTAL ASSETS			384,212.25

LIABILITIES AND EQUITY

FUND EQUITY

60-000-3000	RETAINED EARNINGS	369,212.25	
	REVENUE OVER EXPENDITURES - YTD	15,000.00	
	BALANCE - CURRENT DATE	384,212.25	
TOTAL FUND EQUITY			384,212.25
TOTAL LIABILITIES AND EQUITY			384,212.25

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

MOTOR POOL

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>OTHER REVENUE</u>					
60-360-4910	VEHICLE RENT	.00	15,000.00	15,000.00	.00	100.0
	TOTAL OTHER REVENUE	.00	15,000.00	15,000.00	.00	100.0
	TOTAL FUND REVENUE	.00	15,000.00	15,000.00	.00	100.0
	NET REVENUE OVER EXPENDITURES	.00	15,000.00	15,000.00	.00	100.0

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

COMPENSATED ABSENCES

ASSETS

61-000-0100	CASH - COMBINED FUND	112,855.68	
	TOTAL ASSETS		112,855.68

LIABILITIES AND EQUITY

LIABILITIES

61-000-2095	ACCRUED LEAVE	112,855.68	
	TOTAL LIABILITIES		112,855.68
	TOTAL LIABILITIES AND EQUITY		112,855.68

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

GENERAL FUND MRRF

ASSETS

72-000-0100	CASH - COMBINED FUND	1,074,900.00	
	TOTAL ASSETS		1,074,900.00

LIABILITIES AND EQUITY

FUND EQUITY

72-000-3000	FUND BALANCE	1,014,900.00	
	REVENUE OVER EXPENDITURES - YTD	60,000.00	
	BALANCE - CURRENT DATE	1,074,900.00	
	TOTAL FUND EQUITY		1,074,900.00
	TOTAL LIABILITIES AND EQUITY		1,074,900.00

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND MRRF

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>SOURCE 390</u>					
72-390-4990	TRANSFERS-IN	.00	60,000.00	60,000.00	.00	100.0
	TOTAL SOURCE 390	.00	60,000.00	60,000.00	.00	100.0
	TOTAL FUND REVENUE	.00	60,000.00	60,000.00	.00	100.0

CITY OF WHITTIER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

GENERAL FUND MRRF

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DEPARTMENT 900</u>					
72-900-9200	CAPITAL EXPENDITURES	.00	.00	180,000.00	180,000.00	.0
	TOTAL DEPARTMENT 900	.00	.00	180,000.00	180,000.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	180,000.00	180,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	60,000.00	(120,000.00)	(180,000.00)	50.0

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

HARBOR MRRF

ASSETS

73-000-0100	CASH - COMBINED FUND	1,214,186.43	
	TOTAL ASSETS		1,214,186.43

LIABILITIES AND EQUITY

FUND EQUITY

73-000-3000	FUND BALANCE	1,154,186.43	
	REVENUE OVER EXPENDITURES - YTD	60,000.00	
	BALANCE - CURRENT DATE	1,214,186.43	
	TOTAL FUND EQUITY		1,214,186.43
	TOTAL LIABILITIES AND EQUITY		1,214,186.43

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

HARBOR MRRF

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TRANSFERS FROM OTHER FUNDS</u>					
73-390-4992	TRANSFER FROM HARBOR FUND	.00	60,000.00	60,000.00	.00	100.0
	TOTAL TRANSFERS FROM OTHER FUNDS	.00	60,000.00	60,000.00	.00	100.0
	TOTAL FUND REVENUE	.00	60,000.00	60,000.00	.00	100.0
	NET REVENUE OVER EXPENDITURES	.00	60,000.00	60,000.00	.00	100.0

CITY OF WHITTIER
BALANCE SHEET
MARCH 31, 2022

WATER/WASTEWATER MRRF

ASSETS

75-000-0100	CASH - COMBINED FUND	1,051,409.92	
	TOTAL ASSETS		1,051,409.92

LIABILITIES AND EQUITY

FUND EQUITY

75-000-3000	FUND BALANCE	1,031,409.92	
	REVENUE OVER EXPENDITURES - YTD	20,000.00	
	BALANCE - CURRENT DATE	1,051,409.92	
	TOTAL FUND EQUITY		1,051,409.92
	TOTAL LIABILITIES AND EQUITY		1,051,409.92

CITY OF WHITTIER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 3 MONTHS ENDING MARCH 31, 2022

WATER/WASTEWATER MRRF

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>TRANSFERS FROM OTHER FUNDS</u>					
75-390-4992	TRANSFERS-IN OTHER	.00	20,000.00	20,000.00	.00	100.0
	TOTAL TRANSFERS FROM OTHER FUNDS	.00	20,000.00	20,000.00	.00	100.0
	TOTAL FUND REVENUE	.00	20,000.00	20,000.00	.00	100.0
	NET REVENUE OVER EXPENDITURES	.00	20,000.00	20,000.00	.00	100.0

City of Whittier

Session Report

2022 Alaska Legislative Session
32nd Legislature

May 8, 2022

Legislature

Majority press releases & announcements:

House Passes Protections for Marine Highway and Higher Education

JUNEAU – By a vote of 25-15, legislation passed the House today designed to protect the Alaska Marine Highway and Higher Education Investment funds from the annual Constitutional Budget Reserve sweep.

The Constitutional Budget Reserve (CBR) sweep provision, established in the Alaska Constitution, requires that money in the general fund available for the appropriation at the end of each fiscal year be swept, or repaid, to the CBR.

While the sweep is reversible by a 3/4 vote of the legislature, that outcome has become difficult to achieve in recent years. Moreover, funds previously held harmless from the annual repayment have since been interpreted as subject to the sweep, destabilizing crucial ongoing state services and longstanding funds.

House Bill 322 *removes the Alaska Marine Highway System (AMHS) Fund, the AMHS Vessel Replacement Fund, and the Higher Education Investment Fund (HEIF) from the equation by moving them from the state's general fund to the state treasury.*

“A lot of Alaskans have never heard of the reverse sweep; however, they do expect ferries

to operate and scholarships to be funded," said **Speaker Louise Stutes** (R - Kodiak). "This legislation will enhance the stability of the Marine Highway System, as well as certainty for Alaska's students, and I'm thrilled to see it move forward."

"I wholeheartedly support the Marine Highway System and education," said **Representative Dan Ortiz** (I - Ketchikan). "Protecting these particular accounts provides stability to the important programs and services they fund which greatly benefit Alaskans."

"The Higher Education Investment fund needs to be protected for Alaska's students and including this provision in HB 322 will help ensure that in future fiscal years this fund is not subject to the political whims of any given legislature or administration," said **Representative Andy Josephson** (D - Anchorage). "It is the responsibility of the Alaska Legislature to guarantee that our existing grant and scholarship programs, and WWAMI remain intact."

Bills Introduced This Week:

SENATE

[SB 244](#) HEARING ESTABLISH DRILLING UNITS/SPACING

SENATE RESOURCES

HOUSE

No bills introduced this week

Bills Tracked:

BILL	SHORT TITLE	SPONSOR(s)	STATUS	DATE
HB 1	AUDIT OF CARES ACT FUNDS	RAUSCHER	(H) CRA	02/18/21
HB 4	BUSINESS/PROF. LICENSE IMMUNITY COVID-19	JOHNSON	(H) L&C	02/18/21
HB 9	INCOME TAX; PFD PAYMENT/CREDIT	HANNAN	(H) STA	02/18/21

HB 17	DISCRIMINATION: GENDER ID.;SEXUAL ORIENT.	JOSEPHSON	(H) STA	04/04/22
HB 29	ELECTRIC UTILITY LIABILITY	RAUSCHER	(H) JUD	02/18/21
HB 30	WORKERS' COMP: DEATH; PERM PARTIAL IMPAIR	JOSEPHSON	(S) L&C	03/23/22
HB 32	IMMUNITY FOR RV PARKS, CAMPGROUNDS	RAUSCHER	(H) STA	02/18/21
HB 37	INCOME TAX; PERMANENT FUND; EARNINGS RES.	WOOL	(H) FIN	02/28/22
HB 45	WORKERS' COMP. AND CONTAGIOUS DISEASES	JOSEPHSON	(H) FIN	03/20/21
HB 50	MUNICIPAL REGULATION OF TRAPPING	JOSEPHSON	(H) RES	02/18/21
HB 60	PUBLIC SCHOOLS: MENTAL HEALTH EDUCATION	CLAMAN	(H) FIN	04/22/21
HB 93	G.O. BONDS: STATE INFRASTRUCTURE PROJECTS	RLS BY REQUEST OF THE GOVERNOR	(H) FIN	02/18/21
HB 127	MUNI BOND BANK: UA, LOAN AND BOND LIMITS	LEBON	(S) FIN	02/04/22
HB 134	AMHS OPERATION & PLANNING BOARD	RLS BY REQUEST OF THE GOVERNOR	(H) TRA	03/10/21
HB 171	PFAS USE & REMEDIATION; FIRE/WATER SAFETY	HANNAN	(H) RES	04/12/21
HB 208	TRANSFER OF RAIL PROPERTY TO THE STATE	TUCK	(H) RES	05/12/21
HB 366	LEG. APPROVAL: AK RAILROAD REVENUE BONDS	TRANSPORTATION	(H) FIN	03/16/22
HB 378	MUNICIPAL PROPERTY TAX ASSESSMENTS	EASTMAN	(H) CRA	02/22/22
HB 411	MUNI TAX EXEMPT/DEFER; ECON DEVELOPMENT	COMMUNITY & REGIONAL AFFAIRS	(S) CRA	05/02/22
SB 1	CHOKEHOLD BAN	GRAY-JACKSON	(S) STA	01/22/21
SB 2	PEACE OFFICERS: DE-ESCALATION, MISCONDUCT	GRAY-JACKSON	(S) STA	01/22/21

SB 3	POLICE OFFICERS: ORAL WARNING/DE-ESCALATE	GRAY-JACKSON	(S) STA	01/22/21
SB 4	PROHIBIT PEACE OFF. SHOOT MOVING VEHICLE	GRAY-JACKSON	(S) STA	01/22/21
SB 11	COMMUNITY PROPERTY TRUSTS	BEGICH	(H) RLS	03/14/22
SB 16	EQUAL PAY/ LIVING WAGE ACT; SEX DISCRIM.	BEGICH	(S) L&C	01/22/21
SB 43	ELECTIONS, VOTING, CAMPAIGN FINANCE	HUGHES	(S) JUD	02/22/21
SB 50	APPROP: CAP; REAPPROP; SUPP; AMEND	RLS BY REQUEST OF THE GOVERNOR	(S) FIN	01/25/21
SB 58	FUNDING FOR CORRESPONDENCE PROGRAMS	RLS BY REQUEST OF THE GOVERNOR	(S) EDC	01/29/21
SB 103	AMHS OPERATION & PLANNING BOARD	RLS BY REQUEST OF THE GOVERNOR	(S) TRA	03/10/21
SB 115	ADDRESS CONFIDENTIALITY PROGRAM	KIEHL	(S) FIN	03/18/22
SB 117	PROCUREMENT; CONSTRUCTION; CONTRACTS	RLS BY REQUEST OF THE GOVERNOR	(S) RLS	05/14/21
SB 121	PFAS USE & REMEDIATION; FIRE/WATER SAFETY	KIEHL	(S) FIN	04/04/22
SB 172	PROPERTY TAX EXEMPTION	WIELECHOWSKI	(S) CRA	01/26/22
SB 218	LEG. APPROVAL: AK RAILROAD REVENUE BONDS	MICCICHE	(S) FIN	03/04/22

Hearing Schedule Next Week:

(H)RESOURCES

May 09 Monday 1:00 PM

+= [HB 120](#)

+

BARNES 124

STATE LAND SALES AND LEASES; RIVERS

Bills Previously Heard/Scheduled

(S)TRANSPORTATION

May 10 Tuesday 1:30 PM

*+ [HB 104](#)

BELTZ 105 (TSBldg)

REFINED FUEL SURCHARGE; SUSP MTR FUEL TAX

-- Public Testimony --

+

Bills Previously Heard/Scheduled

****Streamed live on AKL.tv****

(H)RESOURCES

May 11 Wednesday 1:00 PM

+= [HB 120](#)

BARNES 124

STATE LAND SALES AND LEASES; RIVERS

Hearing materials/ Documents of interest:

BUDGET

Senate

SB164 - APPROP; CAP; REAPPROP; SUPP
[SB 164 Amendments Packet 050222.pdf](#)

Note: in BOLD (version Y) is the most current version of the Budget that has rolled the Supplemental/Operating/Capital budgets into one bill:

[SB 164 work draft version O.pdf](#)

[HB 281 work draft version K.pdf](#)

[HB 281 work draft version Y.pdf](#)

[HB 281 LFD Presentation- SFIN Budget 5-2-22.pdf](#)

[HB 281 School Bond Debt Reimbursement to Communities.pdf](#)

[HB 281 Version Y Agency Summary Packet.pdf](#)

[HB 281 Version K Agency Summary Packet.pdf](#)

House

HB283 - APPROP; CAP; REAPPROP; SUPP

[HB 283 CS v. G Supporting Document Careline AK 050322.pdf](#)

[HB 283 Summary of Changes Ver I to Ver G 050322.pdf](#)

[HB 283 CS2 Ver G report D 050322.pdf](#)

[HB 283 CS2 Ver G report B 050322.pdf](#)

[HB 283 CS2 Ver G report A 050322.pdf](#)

[HB 283 CS WorkDraft v.G 050322.pdf](#)

Enabling Legislation

HB120 - STATE LAND SALES AND LEASES; RIVERS

[HB 120 Letter of Support Central Council Tlingit and Haida Tribes of Alaska 5.2.2022.pdf](#)

[HB 120 Summary of Changes Version G 5.2.2022.pdf](#)

[HB 120 HRES CS Draft Version G 4.22.2022.pdf](#)

[HB 120 Resolution AK Association of Conservation Districts 5.2.2022.pdf](#)

[HB 120 Letter NANA Doyon ASRC 5.12.2021.pdf](#)

[HB 120 Letter Dick Mylius 5.13.2021.pdf](#)

[HB 120 Presentation to HRES 5.2.2022.pdf](#)

[HB 120 Draft Fiscal Note DOR TRS 5.2.2022.pdf](#)

[HB 120 Draft Fiscal Note EED SFF 5.2.2022.pdf](#)

[HB 120 Draft Fiscal Note DNR MLW 5.2.2022.pdf](#)

[HB 120 Testimony Packet 5.2.2022.pdf](#)

SB190 - REGULATORY COMMISSION AK/REFUSE UTILITIES

[SB 190 Amendment #1 - Fields 4.29.22.pdf](#)

[SB 190 Testimony - AKPIRG 4.29.22.pdf](#)

HR12 - MARINE DEBRIS FOUNDATION HQ IN ALASKA

[HR 12 version A.PDF](#)

Presentation: Ocean acidification in Alaska

[House Fisheries - Ocean Acidification Presentation - Hurst 5.3.22.pdf](#)

[House Fisheries - Ocean Acidification Presentation - Pilcher 5.3.22.pdf](#)

[House Fisheries - Ocean Acidification Presentation - Hauri 5.3.22.pdf](#)

[House Fisheries - Ocean Acidification - Dugan 5.3.22.pdf](#)

HB30 - WORKERS' COMP: DEATH; PERM PARTIAL IMPAIR

[HB 30 v. B.pdf](#)

[HB 30 Sponsor Statement v. B.pdf](#)

[HB 30 Sectional Analysis v. B.pdf](#)

[HB 30 Summary of Changes v. A to v. B.pdf](#)

[HB 30 Supporting Document- DOLWD Press Release October 2020 2.2.22.pdf](#)

[HB 30 Supporting Document- ProPublica Graphic- Alaska v National Average.pdf](#)

[HB 30 Supporting Document- ProPublica Graphic- How Much is a Limb Worth 2.23.21.pdf](#)

[HB 30 WC cost reductions memo.pdf](#)

[HB 30 Letter of Support ABC.pdf](#)

[HB 30 Letter of Support NEA.pdf](#)

[HB 30 Letter of Support Fairbanks Chamber.pdf](#)

[HB 30 Letter of Support ASPTA.pdf](#)

[HB 30 Letter of Support AFL-CIO.pdf](#)

[HB 30 Letter of Support ACOA.pdf](#)

Administration

Governor's Office: **Governor's Press Releases ~**

Governor Dunleavy Addresses Fentanyl Crisis in Alaska ***May 3, 2022***

Today, Alaska Governor Mike Dunleavy addressed the fentanyl crisis in Alaska, highlighting the effort of healthcare officials and others to spread the warning: one pill can kill.

As fentanyl and fentanyl precursors flow from China to Mexico, the drug makes its way to Alaska through an insufficiently protected southern border. Often in the form of counterfeit pills or added to heroin or other drugs. While extremely poisonous, (100 times more potent than morphine) fentanyl is used by dealers because it is extremely addictive to the user, even in amounts the size of a few grains of salt.

*"As a result of that total disregard for the safety of others, these drug dealers will be prosecuted to the fullest extent of the law including being charged with manslaughter if an individual ingests that drug and dies," **said Governor Dunleavy.** "I will be asking for the Legislature to increase the penalties to the maximum extent possible for anyone who deals fentanyl or fentanyl-laced drugs."*

Fentanyl is driving a 71 percent increase in opioid deaths in Alaska from 2020 to 2021. This insidious drug is a threat to all Alaskans. Overdose deaths increased 25 percent in the same time period for Alaskans aged 15-24. A larger increase of nearly 300 percent was seen in young working adults aged 25 to 34.

*"At the state level, agencies are developing additional strategies and resources with federal partners to protect Alaskans from the scourge of fentanyl and fentanyl-laced illegal opioids," **said Governor Dunleavy.** Today the Governor addressed public health stakeholders and drug awareness advocates at True North Recovery, an outpatient clinic in Wasilla.*

"At the federal level, we will continue our work with other governors and press the Biden Administration to do more to stop China's shipments of fentanyl and fentanyl precursors to Mexico and protect our southern border," said Governor Dunleavy. (The Governor has joined 25 other Governors in the American Governor's Border Strike Force) Attorney General Taylor is also working with his colleagues [\(See, January, 2022, letter attached\)](#).

Last week the Alaska High Intensity Drug Trafficking Area (HIDTA) initiative, which includes the Alaska State Troopers along with local, state, and federal law enforcement agencies, seized more than \$356,000 worth of illegal narcotics in Southeast and Southcentral Alaska. In the first three months of 2022, the Alaska HIDTA initiatives has seized 1,244 grams of fentanyl, enough to kill 622,000 Alaskans. Just two milligrams of fentanyl could be lethal.

“The Alaska State Troopers and our local, state, and federal law enforcement partners are committed to disrupting the drug trafficking that is occurring across the state and taking the lives of far too many Alaskans,” stated James Cockrell, Commissioner of the Alaska Department of Public Safety. “While law enforcement is only one piece of the united effort to combat fentanyl, heroin, and methamphetamine in Alaska, we will continue to hold those who deal these dangerous drugs accountable for their reckless actions.”

Here are some statistics on fentanyl:

- *Sharp surges in drug overdose deaths have been reported nationwide. Alaska has experienced a 71 percent increase in the number of drug overdose deaths between 2020 and 2021 – from 146 drug overdose deaths in 2020 to 253 in 2021, according to preliminary mortality data from the Alaska Department of Health and Social Services (DHSS).*
- *In 2021, nearly six out of every 10 drug overdose deaths involved fentanyl, consistent with national trends.*
- *The DEA estimates that four out of every 10 pills with fentanyl contain a potentially lethal dose.*

Alaska is seeing on average 14.8 overdoses per 100,000 people, with the highest doses per capita rate in Anchorage at 20.8 overdoses per 100,000 people followed by Ketchikan, Juneau, Kenai Peninsula and the Mat-Su.

Last week, the Division of Public Health received materials to create 11,000 naloxone kits. Teams assembled several thousand kits for distribution. Public Health is also sending materials to 100 agencies to distribute. Naloxone is a nasal spray that quickly reverses an overdose by blocking the effects of opioids. It also has no harmful side effects. Naloxone is also available from pharmacies across the state. The Alaska Department of Health and Social Services has been engaged in multiple education, intervention, and prevention efforts on opioids since 2017 and is updating the Statewide Opioid Action Plan.

“The Department of Health and Social Services, and our partners around the state, are focused on early intervention and prevention strategies while at the same time enhancing access to treatment and recovery services,” said Adam Crum, Commissioner of Health and

Social Services. *“It will take all of us working together to change the generational impacts illegal drugs have had on families and friends.”*

Today, Governor Dunleavy directed Commissioner Crum to reach and warn schools and parents through an [alert bulletin](#), in addition to ongoing outreach efforts with school nurses across the state.

Longtime Anchorage resident and clinician Sandy Snodgrass lost her 22-year-old son, Robert Bruce Snodgrass, in 2021. “It’s a poisoning,” said Snodgrass who has been advocating fentanyl awareness since the death of her son. “I’m advocating for education and awareness for other Alaskans, so they do not have to attempt to survive the loss of a child due to a fentanyl poisoning.”

Learn more about opioids at <https://dhss.alaska.gov/dph/Director/Pages/opioids/home.aspx>

*If you or anyone that you know has information about drug trafficking in Alaska, please call the Alaska State Troopers at (907) 451-5100, or to remain anonymous, submit a tip on the AKtips smartphone app or online at: <https://www.dps.alaska.gov/tips>
<https://gov.alaska.gov/newsroom/2022/05/03/governor-dunleavy-addresses-fentanyl-crisis-in-alaska/>*

Major News Articles / Political Items of Interest

Fishing

Most paralytic shellfish poisoning cases were among Alaska Natives, but state lacks data for subsistence foods

Kodiak Island had the most cases of paralytic shellfish poisoning in Alaska over the last nearly 30 years, according to a wide-ranging April report by state health authorities.

<https://www.ktoo.org/2022/05/03/paralytic-shellfish-poisoning-alaska/>

Nearly \$132 million allocated for Alaska fishery disasters

The U.S. Commerce Department announced on Thursday that [several Alaska fisheries](#) are eligible to share in almost \$132 million of federal disaster relief. The Yukon and Kuskokwim rivers are included [after a chum and king salmon collapse last year](#). Impacted fishermen can share [in \\$55 million](#), but that is also set to be split between fishermen from Southeast Alaska, Prince William Sound and Chignik.

<https://www.alaskasnewssource.com/2022/05/06/nearly-132-million-allocated-alaska-fishery-disasters/>

American Fisheries Advisory Committee Act heads for Biden's desk^[OBJ]

Legislation to create an industry-led committee to assist in the administration of fisheries marketing research and development grants has passed both houses of Congress and is now heading for President Biden's desk.

<https://www.thecordovatimes.com/2022/05/06/american-fisheries-advisory-committee-act-heads-for-bidens-desk%EF%BF%BC/>

Clean fishing

The handwriting might be on the wall for the commercial gillnet fisheries targeting Columbia River salmon in the wake of a new study documenting how almost unbelievably clean it is to fish with traps.

<https://craigmedred.news/2022/05/06/clean-fishing/>

Health

Gov. Dunleavy speaks out as fentanyl crisis intensifies in Alaska

Overdose deaths increased more than 70% in Alaska last year. The state's health department says that's because of the highly toxic synthetic opioid fentanyl. It's been found mixed with heroin, cocaine and methamphetamine.

<https://www.ktoo.org/2022/05/03/dunleavy-on-alaska-fentanyl-crisis/>

Business/Economy

House Bill 363, introduced by Rep. Bryce Edgmon, lays the groundwork to make Alaska eligible for federal funds available for broadband investment, while establishing a fund to create parity in internet costs between rural and urban Alaska.

Following the passage of the Infrastructure, Investment, and Jobs Act, over two billion dollars was made available to states for broadband infrastructure investment, but access to these federal funds is contingent on states having a broadband office.

<https://www.kinyradio.com/news/news-of-the-north/house-passes-bill-to-help-bring-alaskans-affordable-high-speed-internet/>

OPINION: Alaska Legislature should not fund wetlands permitting primacy

The Alaska Legislature seems poised to add to the size of the state government by taking on a program that the federal government is already running for us. The program cost for the federal government to run the program is about \$8 million and the state wants to take over the same program at an estimated cost to Alaska of \$5 million. Apparently, our state workers can do more work for less money — or maybe the Alaska version of the federal program will be a scaled-back version of protections for our world-class fish habitat?

<https://www.adn.com/opinions/2022/05/05/opinion-alaska-legislature-should-not-fund-wetlands-permitting-primacy/>

State Budget

The House passed a bill Monday designed to protect the Alaska Marine Highway and Higher Education Investment funds from the annual Constitutional Budget Reserve sweep.

House Bill 322 passed by a vote of 25-15.

The Constitutional Budget Reserve sweep provision, established in the Alaska Constitution, requires that money in the general fund available for the appropriation at the end of each fiscal year be swept, or repaid, to the CBR.

<https://www.kinyradio.com/news/news-of-the-north/house-bill-322-passes-the-alaska-house-of-representatives/>

Alaska lawmakers struggle with dividend debate

Alaska lawmakers are running out of time this session to pass legislation aimed at resolving the annual debate over what size dividend should be paid to residents from the state's oil-wealth fund. Legislative leaders have said they see resolving the divisive debate as critical. But lawmakers have yet to agree on what a new formula should look like or on what other elements should accompany it.

<https://www.alaskasnewsresource.com/2022/05/05/alaska-lawmakers-struggle-with-dividend-debate/>

Politics/Policy Calls

Why does Alaska have a 106% voter registration rate?

Last Wednesday, the Alaska Division of Elections mailed about 560,000 ballots for Alaska's first statewide by-mail election, the [vote to temporarily fill the U.S. House seat](#) opened by the death of U.S. Rep. Don Young.

<https://www.adn.com/politics/2022/05/01/why-does-alaska-have-a-106-voter-registration-rate/>

OPINION: Tara Sweeney is the woman for the job

Alaskans are looking forward to summer, but this year, something historic is happening between salmon runs and halibut derbies: a special election to replace our legendary Congressman Don Young. With 48 names for voters to choose from in a new open primary system, and just weeks to make their case, standing out will be a challenge for many candidates.

<https://www.adn.com/opinions/2022/05/02/opinion-tara-sweeney-is-the-woman-for-the-job/>

Voter guide: Alaska's U.S. House candidates in the 2022 special primary election

Forty-eight candidates are running in the June 11 special primary for Alaska's lone U.S. House seat after the death of Don Young.

Legislation creating a gas tax holiday passes the House

Juneau, Alaska (KINY) - Alaskans may soon get some relief at the pump, if a bill that has passed the House of Representatives gets traction going forward.

Alaska Legislature confirms all of the governor's commissioners, board appointees

Most appointees were confirmed unanimously, but there was some debate over a Board of Pharmacy pick who has voiced support for controversial COVID-19 treatments.

[Fail: Vote to make Permanent Fund dividend a 50-50 split with government and get it into Alaska constitution fails 10-9 in Senate; Sen. Revak...](#)

An amendment on a bill that would make a 50-50 split of the available earnings from the Permanent Fund, giving half of those earnings...

[Palin claims she would make sure feds don't "mess" with draft abortion ruling](#)

Not much has changed since Palin [couldn't identify what newspapers](#) she was reading in 2008, claiming she read "all of them, any of them that have been in front of me all these years."

[Read More](#)

[In a special U.S. House race, Alaska Democrats see opportunity](#)

Alaska's congressional delegation has not counted a Democrat among its members since 2015. With a special election on the horizon to fill Alaska's lone U.S. House seat, Democrats and their allies in the state are wondering if now is their chance.

<https://www.adn.com/politics/2022/05/05/in-a-special-us-house-race-alaska-democrats-wonder-if-now-is-their-time/>

[In Alaska's US House race, one campaign is 'waging a war' on Santa](#)

One way to stand out in the crowded race for U.S. House is to have a memorable name, like Santa Claus. Claus, the white-bearded city councilman from North Pole, has great name recognition and could be a front-runner among the 48 candidates in the special election.

<https://www.ktoo.org/2022/05/05/josh-revak-santa-claus-us-house-race/>

[The Alaska Legislature is going to look very different next year](#)

A combination of redistricting and legislative incumbents not seeking re-election will result in a Legislature that looks quite different next year. Due to redistricting, which occurs every ten years per the Alaska Constitution, 59 of 60 legislative seats are up.

[Revak runs to replace Rep. Young](#)

State senator wants to follow in Young's footsteps

State Sen. Josh Revak, R-Anchorage, had a close relationship with Alaska's longtime U.S. Rep. Don Young, who died in March. In an interview with the Empire, Revak said the decision to run for Young's seat was a deeply personal one.

<https://www.juneauempire.com/news/revak-runs-to-replace-rep-young/>

Special Interest

[Alaska political news coverage stands to improve, thanks to new nonprofit enterprise](#)

Political news coverage in Alaska stands to improve with the opening of an Alaska branch of [States Newsroom](#) this month. I say this with confidence because of the skills, integrity and experience of the four editors and reporters who will be running the independent Alaska operation—Andrew Kitchenman, Yereth Rosen, James Brooks and Lisa Phu.

[Read More](#)

If *Roe v. Wade* is overturned, abortion access in Alaska would remain. Opponents see a constitutional convention as a pathway to end it.

Earlier this month, the U.S. Supreme Court heard oral arguments in a legal case that may overturn longstanding precedent and allow states to significantly restrict access to abortion services. If the court overturns the precedent in *Roe v. Wade*, Alaska's constitutional privacy protections and rulings by the state Supreme Court will preserve abortion access here.

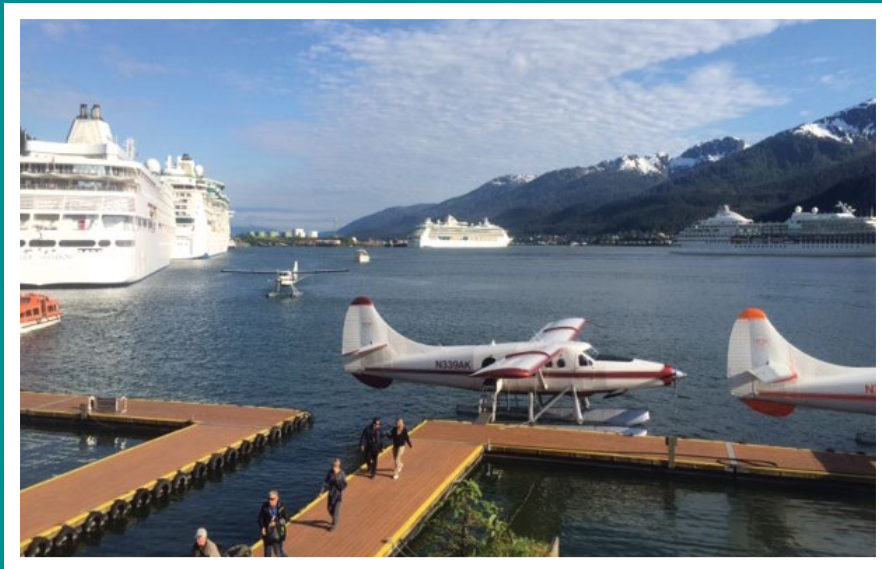
<https://www.adn.com/politics/2021/12/19/if-roe-v-wade-is-overturned-abortion-access-in-alaska-would-remain-opponents-see-a-constitutional-convention-as-a-pathway-to-end-it/>

Time is running out for the Alaska Legislature to pass tribal recognition bill

Time is running out for the Alaska Legislature to pass [a bill recognizing Alaska's 229 federally recognized tribes](#). House Bill 123 faces just one last committee before it can be voted upon on the Senate floor. Most Democrat and Republican legislators have a reason to try to get the bill passed before the session ends.

<https://www.ktoo.org/2022/05/05/house-bill-recognizing-alaska-tribes/>

2022 Tourism Best Management Practices



*Celebrating Over 25 Years
Making Tourism Work for Juneau
1997–2022*

Table of Contents

Agreements Regarding Transportation and Vehicles	1
Agreements Regarding Flightseeing (Helicopter and Fixed Wing)	6
Agreements Regarding Walking, Hiking, Bicycling, Segway, and Zipline Tours	7
Agreements Regarding Cruise Ships	7
Agreements Regarding Docks, Harbors, the Airport and all CBJ Staging Areas	8
Agreements Regarding Marine Tour, Sightseeing, and Sportfishing Operators	9
Agreements Regarding Restaurants and Hospitality Businesses	10
Agreements Regarding Shoreside Tour Brokers	10
Agreements Regarding Downtown Retail Businesses	10
General Agreements for All TBMP Participants	11
Program Contacts	13
ATTACHMENT A: Commercial Passenger Vehicle Code	13
ATTACHMENT B: Marine Vessel Visible Emission Standards (18 AAC 50.070)	13
ATTACHMENT C: The Sounds of a Port	14
ATTACHMENT D: TBMP Employee Agreement (sample #1)	15
ATTACHMENT E: TBMP Employee Agreement (sample #2)	15
ATTACHMENT F: TBMP Internal Observation Form	16
ATTACHMENT G: TBMP Air Operator Letter of Agreement	17
LETTER OF AGREEMENT	17
ATTACHMENT H: Marine Mammal Protection Act and Endangered Species Act Regulations	18
ATTACHMENT I: Wilderness Best Management Practices for Tracy Arm-Ford's Terror Wilderness (Note: this WBMP document is for informational purposes)	20
EXHIBIT A: NOAA Harbor Seal Approach Guidelines in Glacial Fjords for Vessel Operators	22
EXHIBIT B: Recommended Areas for Interpretive Announcements	23



2022 Tourism Best Management Practices

Begun in 1997, Tourism Best Management Practices (TBMP) are intended to minimize the impacts of tourism in a manner which addresses both resident and industry concerns and enhances our visitors' experience in the Capital City. This program is a cooperative effort of Juneau tour operators, cruise lines, transportation providers, merchants, hospitality businesses, tour brokers, the Tongass National Forest, and the City and Borough of Juneau (CBJ). These guidelines, however, do not replace applicable city, state, or federal regulations. By actively participating in this voluntary program, participants demonstrate their commitment to address key community concerns. It is equally important for residents to help operators and the CBJ monitor the success of this program by providing constructive feedback via the Tourism Best Management Practices Hotline. Contact the Tourism Hotline by sending an e-mail to: hotline@traveltJuneau.com. Using this email address is the best method to ensure that your concern is viewed and responded to in a timely and efficient manner. You may also register your concerns by calling the hotline phone number, 907-586-6774 after May 1st. TBMP encourages the community to utilize the hotline to register comments (see item #97). Residents are also encouraged to provide positive feedback via the hotline to recognize participants who are making a difference by following the guidelines and operating their business in a courteous and neighborhood-friendly manner. Being informed of residents' observations and concerns allows participants to consider the way in which they conduct their business to minimize impacts on the community. Visit our website at: www.tbmp.info.

TBMP participants will continue utilizing the internal observation program. This process encourages participants to notify each other if they observe TBMP guidelines not being followed. This program is intended to provide additional feedback to TBMP participants to assist them in continuing to reduce impacts in the community. (See attachment "F")

Participating businesses will also require employees to sign a TBMP agreement in which they certify that they have read, understood, and intend to abide by the practices outlined below. (See attachments "D" and "E").

The CBJ Assembly applauds the signatories to this document for their continued efforts on behalf of the community and the visitors they serve and TBMP appreciates the continued support of the Assembly.

In consideration of all visitors, local residents, and fellow industry employees and businesses, the following guidelines are in place in an effort to maintain a friendly business atmosphere and an aesthetically welcoming environment in Juneau. Agreeing to sign on to the program also expresses your support of the program, which is in place to allow members to work cooperatively to minimize impacts and protect the very qualities that make Juneau a great place to live and to visit.

We are starting a new initiative within TBMP under the heading of "For Consideration". These suggestions appear at the end of certain content sections in the guidelines to which they relate and are not new agreed upon guidelines. However, these items are included to actively urge businesses consider these practices during the 2022 season. We will then discuss adding them as guidelines in 2023.

Agreements Regarding Transportation and Vehicles

Commercial passenger vehicles are required to comply with CBJ Administrative Code (Title 20: Business Regulations, Chapter 40: Commercial Passenger Vehicles—relevant sections are included as attachment "A"). For purposes of this program, vehicles include motorcoaches, buses, mini-buses, limos, vans, trolleys, taxis, motorcycles, and pedi-cabs. Residents should remember that tour vehicles are sometimes used for non-tour activities, including charters, government service contracts, school field trips and charity work. While this program focuses on tour activities, operators agree to conduct all activities in a courteous manner and to emphasize these guidelines during pre-season training.





1. **PRE-SEASON TRANSPORTATION MEETINGS:** All transportation companies who utilize the downtown and/or Statter Harbor/Auke Bay staging areas will agree to send a representative to a pre-season transportation meeting to discuss the implementation of a plan to ease vehicle congestion and conflicts in these areas. Some downtown transportation providers may also be asked to attend a meeting with major trucking and shipping companies which operate on the Rock Dump to review the ship schedule, peak days, and tour routing to foster better communication and to help minimize downtown traffic concerns.
2. **DOWNTOWN TRAFFIC/STAGING:** All companies utilizing the Alaska Steamship Dock, Cruise Ship Terminal, Peratrovich Plaza, and Columbia Lot staging areas should be aware of times when congestion into and out of these lots will be at peak level. Dispatchers, Docks and Harbors staff, crossing guards, and drivers will assist in promoting efficient traffic flow in the area by managing vehicle movements in a courteous manner and by yielding to other vehicles and users as necessary. All participants will also be mindful of sirens and approaching emergency vehicles so as to keep South Franklin Street clear to emergency traffic. Drivers using Peratrovich Plaza should be aware of the clockwise traffic pattern and be cautious of South Franklin Street vehicle and pedestrian traffic when exiting the lot.
3. **COLUMBIA LOT STAGING:** The last staging lane nearest the tram marked A/B zone in this lot will be considered a "priority staging lane" for Mendenhall Glacier Shuttles. Other vehicles that enter the Columbia (Tram) Lot to stage for pickup/drop-offs are encouraged to first utilize the two B zone lanes and the two A/B zone lanes closest to the road whenever possible. This "priority lane" will NOT be marked, striped or designated in any way other than being mentioned in this guideline.
4. **STATTER HARBOR/AUKE BAY PROCEDURES:** All companies utilizing this location will be aware of times when congestion into and out of Statter Harbor will be at peak level. Dispatchers, captains and drivers will assist in promoting efficient traffic flow in the area by managing vehicle and vessel movements in a courteous manner and by yielding to other vehicles/vessels and users as necessary. All vehicle drivers should follow the traffic pattern in the parking and transit lot. Drivers should pull as far forward in drop off lane as possible and depart as soon as passengers disembark. There should be no parking in drop off lane. **Park only in designated areas.** All companies will send designated trainers and lead personnel to a pre-season meeting to go over the most current Statter Harbor Vehicle and Vessel Procedures. All companies agree to abide to the best of their ability with these procedures.
5. **TRAFFIC FLOW:** Drivers agree not to impede normal traffic flow by slowing down or stopping for sightseeing opportunities anywhere within the City & Borough of Juneau. Drivers will be especially attentive not to slow down or stop when transiting Glacier/Willoughby Avenue between 10th Street and the State Museum/Egan Drive, or along South Franklin Street.
6. Taxis, Crew Shuttles, and Pedi-Cabs should avoid stopping in the roadway, even when flagged for a fare. Vehicles should attempt to stop out of the flow of traffic to prevent congestion in the area.
7. Operators agree to treat the curbside "A" zone adjacent to Marine Park Plaza as a "quick drop/quick load" area. For loading procedures Operators agree not to approach the area for loading until their guests are curbside and ready to load. Operators who anticipate a longer time needed for loading agree to take a lane in the main Marine Park Plaza. Drivers using the curbside "A" zone agree to pull completely up to the curb in a manner that doesn't block the main roadway and/or block the entrance to Marine Park Plaza. Drivers of vehicles in the adjacent "B" zone agree to park in a manner that doesn't encroach the "A" zone. The "B" zone section will not be considered "quick drop/quick load."
8. Drivers should pay special attention when traveling southbound past Marine Park not to block the parking garage exit when other vehicles have stopped for the crosswalk ahead. Try to stop short of the exit when traffic is backed up so cars may still exit the garage.

9. **12TH STREET & CALHOUN AVENUE/COPE PARK:** All operators agree to eliminate the use of buses, mini-buses, and tour vans on 12th Street/Calhoun Avenue unless required by a CBJ traffic revision. Cope Park should not be used by tour operators.
10. **EMPTY TOUR VEHICLES:** Drivers of empty tour vehicles agree to avoid looping through downtown on Franklin/Front Street or on Shattuck Way unless transiting to a drop-off or pick-up destination in the immediate vicinity.
11. **FRANKLIN STREET:** Drivers who miss a loading space at the Alaska Steamship Wharf/Marine Park agree to use the roundabout intersection in front of the parking garage, turn around and return to the Steamship Wharf/Marine Park via a left turn into this staging area OR via Willoughby and Whittier Avenue. To avoid congestion, drivers agree not to use Franklin Street as a shortcut when returning to the Steamship Wharf.
12. **FRANKLIN/MAIN CORRIDOR:** As a phased in approach, operators of buses and mini-buses should avoid using Franklin Street north of the Red Dog for any tour activity. Companies that presold city tours that include the downtown core for 2022 may take a year to phase into compliance if absolutely necessary. Operators will minimize future congestion on Franklin Street through downtown and Main Street by not adding this routing to new tours or including in current tour descriptions
13. **TRANSPORTATION OPERATORS** employing Driver-guides (those who drive vehicles and provide commentary simultaneously) will incorporate defensive driving and road environmental awareness into their training program curriculum in an effort to reduce any potential safety risks associated with this practice. Driver-guides will be encouraged to refrain from delivering tour commentary while transiting areas of increased congestion such as downtown loading areas and portions of South Franklin Street that may be congested during periods of the day.
14. **VEHICLE FLUIDS AND EMISSIONS:** Drivers of ALL VEHICLES agree to monitor any engine oil and/or fluid leaks and excess emissions when operating throughout the Juneau road system. This includes monitoring at all staging/loading zones and docks downtown, as well as venues such as, but not limited to the State Museum, Mendenhall Glacier, Statter Harbor, Mayor Bill Overstreet Park, Brotherhood Bridge Photo Lookout, Homestead Park on Douglas Island, Shrine of St. Therese, and Juneau International Airport. Should any vehicle exhibit a leak of a substantial nature or visible emissions in excess, the operator should be prepared to immediately pull the vehicle from service until repaired.
15. **ENGINE IDLING:** Drivers of ALL VEHICLES agree to turn engines off at every reasonable opportunity when loading and unloading passengers and/or when staging in the various loading zones, staging areas and tour venues throughout the CBJ. This includes all passenger and crew shuttle operations and “quick drop-offs” accomplished at Marine Park and the Columbia (Tram) Lot. Vehicles should not sit with engines idling while actively loading, unloading, or waiting for passengers to arrive. Engines should be started only when the vehicle is ready to move, and thereafter, only when the vehicle is in motion or in traffic. Note that the State Museum, Juneau Ranger District, and all downtown docks require companies to turn off engines at these facilities as part of a company’s permit to operate.
16. **TRANSITING RESIDENTIAL STREETS:** Drivers agree to avoid transiting residential streets within the City and Borough of Juneau unless conducting a specific pick-up or drop-off in the immediate vicinity. This includes, but is not limited to 1st Street in Douglas and Riverside Drive in the valley.
17. **WEST JUNEAU:** All drivers should avoid conducting tours on Blueberry Hill and Pioneer Avenue. This includes taxi companies.

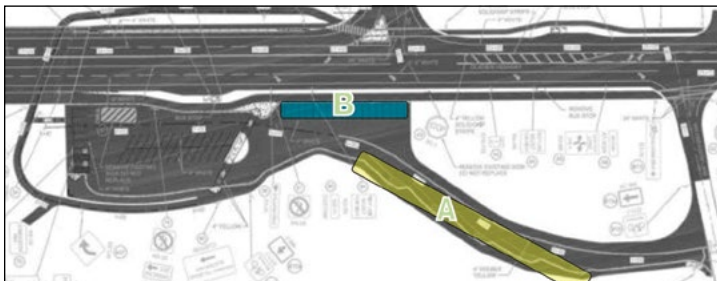




18. **LEFT TURNS:** Drivers of motorcoaches and full size buses departing the Seadrome Building and Goldbelt Hotel agree not to make left turns onto Egan Drive.

When traveling northbound on Marine Way, and attempting to make a legal left turn into the Alaska Steamship Wharf loading/unloading zone (Marine Park Plaza), drivers of all vehicles should be mindful of traffic behind them. If this left turn is not possible to make without causing a considerable delay of traffic (numerous vehicles) behind them, drivers should proceed and return to the Alaska Steamship Wharf via Willoughby and Whittier Avenue.
19. **USE OF LEFT LANE ON EGAN DRIVE:** Operators of ALL VEHICLES (regardless of size) will avoid driving in the left lane on Egan Drive except when turning left, setting up for a left turn, or overtaking unusually slow traffic traveling in the right lane.
20. **USE OF LEFT LANE DOWNTOWN:** When exiting downtown, ALL VEHICLES will make every effort to move into the right lane by the time they reach Whittier Avenue, unless they are setting up for a left turn.
21. **SANDY BEACH, TWIN LAKES, AUKE REC, COPE PARK, EAGLE BEACH:** Drivers agree not to impede traffic and to maintain a safe travelling speed. Drivers agree not to use Sandy Beach, Twin Lakes, Cope Park, Eagle Beach or Auke Bay Recreation Area (including the Auke Bay Recreation access road) as tour destinations.
22. **ADA ZONES NOT FOR STAGING:** Drivers utilizing equipment with a wheelchair lift will use the designated ADA zones only for active loading and unloading and not for staging of vehicles.
23. **SAFETY WHEN BACKING:** All motorcoaches, buses, mini-buses, and trolleys will take special care when backing out of the loading/unloading zones at the Alaska Steamship Wharf, Peratrovich Plaza, AJ Dock, the Cruise Ship Terminal, and the Franklin Street Dock. All companies will assign a representative on site to assist with traffic flow and backing procedures during the first four (4) hours of tour operations at each staging facility. Operators should also provide a backer during their own peak hours of operations throughout the day at each location. As well, when preparing to back, drivers should be aware of the back-up beepers and the sound they make, and should strive to spend as little time as possible in reverse. Drivers should only shift into reverse when they are ready to commence backing to minimize beeper sounds.
24. **IMPEDING PEDESTRIAN TRAFFIC:** Taxis and Crew Shuttles will refrain from impeding or slowing traffic by stopping along sidewalks in downtown to pick up or drop off passengers.
25. **SAFETY ON ROADWAYS:** Drivers will take caution when encountering pedestrians, cyclists, and animals on narrow roadways, bike lanes and school zones throughout the borough and companies will take this into consideration during their driver training programs. Drivers should strive to operate in a manner which exhibits common courtesy throughout their daily travels.
26. Drivers utilizing Thane Road for tours, transfers, and charters should be aware that Thane Road has a somewhat uneven road surface that may require vans and minibuses to transit the area at a slower rate of speed than the typical passenger car. Should these slower speeds result in congestion and a back-up of traffic, drivers are asked to utilize the next available "vehicle pullout" to allow other vehicles to safely pass. Operators will take extra precautions to avoid joggers and cyclists when transiting the area.
27. In the interest of safety, all operators agree to promote a hands-free only cell phone policy when their drivers are operating a vehicle except in the case of an emergency.
28. Drivers will refrain from texting/emailing on their mobile phone while operating a vehicle as doing so is a misdemeanor.
29. Drivers of all tour vehicles, regardless of size agree to drive with headlights "ON" in order to increase visibility of their vehicles to others and thus, promote safety on the roadways.
30. **TROLLEY OPERATIONS:** Drivers agree not to impede traffic and to maintain a safe travelling speed. Drivers agree to be mindful of the outside volume of trolley bells and PA systems.

31. **TROLLEY OPERATORS** may make a quick stop at Franklin Food Court (Franklin and Front Streets) as they make their scheduled loop up Franklin Street. Trolleys should use the marked yellow zone directly in front of the Franklin Food Court, turning on their flashers, pulling completely out of the lane of traffic, and being careful not to block the roadway or the crosswalk.
32. **RESOURCE SCHEDULING:** Operators agree to assign vehicles to scheduled tours and transfers in a manner which efficiently maximizes the use of all vehicles on duty. The number of vehicles and type of equipment will be assigned to a tour or transfer based on the capacity needs on a given day. Operators will collaborate with partners/vendors to find opportunities to minimize the number of vehicles on the road whenever possible.
33. **TRAINING OF SCHEDULERS:** Operators will train all schedulers to take advantage of synergies that are present in the Juneau tourism transportation industry. As noted above, schedulers should strive to better serve their constituents and community stakeholders by minimizing vehicles on the road whenever possible.
34. **CROSSING GUARDS:** TBMP Crossing Guards will be positioned in strategic locations in order to promote safety and facilitate vehicle and pedestrian movement throughout the downtown corridor. TBMP members should be mindful of their presence and obey their instructions.
35. **MENDENHALL LOOP ROAD:** Drivers agree to transit Mendenhall Loop road in a safe manner and at a consistent speed, taking into consideration traffic rules and neighborhood sensitivity along this road. Drivers should maintain a consistent speed as much as possible to minimize any engine acceleration (revving) noise and increased emissions associated with inconsistent speed. This is especially true outbound to the glacier just past Back Loop Road.
36. **USE OF BROTHERHOOD BRIDGE PARKING LOT** Tour companies agree not to use the Brotherhood Bridge parking lot for staging unless absolutely necessary for their operations and agree not leave their vehicles unattended while in the lot. Companies utilizing coaches larger than 30 feet agree to park in the curbside spaces along the lot's access drive. Companies utilizing airporter style vehicles and/or Sprinters agree to park in the spaces to the back of the lot to allow smaller vehicles access to the central angled parking area (see below).



Tour operators agree to not allow Drivers to leave vehicles unattended while parked at Brotherhood Bridge, and refrain from using the lot for staging unless absolutely necessary for their operations.

- A. Tour companies that operate coaches longer than 30 feet will use the designated pull outs along the Brotherhood Bridge access drive for expediting guests that are either visiting the view point or transiting from Mendenhall River. Drivers who are using the lot for staging should yield to those transporting guests when at all possible.
- B. Tour companies that operate smaller cutaway or airporter vehicles should park in spaces near the entrance to the main parking lot as a first resort. Those Drivers using the lot for staging should yield to operators transporting guests.

Vans and taxis may use the main lot, but should relocate to area **B** on days when there is community use of the main lot.





FOR CONSIDERATION

Transportation companies which currently use hand-held microphones for tour commentary, regardless of the type of vehicle (motorcoach, van, trolley, etc.) should consider phasing in headsets and/or boom microphones to promote safety and ensure that drivers are always operating the vehicle with two hands on the steering wheel.

Agreements Regarding Flightseeing (Helicopter and Fixed Wing)

Flightseeing operations are subject to Federal Aviation Administration (FAA) regulations and operational requirements. Guided glacier landing trips are also subject to US Forest Service permit requirements. Although the following guidelines are designed to minimize noise, safety and flight operations take precedence over noise abatement procedures. Flightseeing operators have signed a Letter of Agreement (LOA) in conjunction with the FAA addressing operational routes and procedures. To learn more, a website link to the LOA may be found at: www.juneau.org/tourism. Operators will conduct pre-season training in a manner which emphasizes these guidelines.

37. ROUTES & AIRCRAFT IDENTIFIERS: Operators agree to provide the following to the CBJ which will make the information available to interested members of the public:

- established flight routes
- common factors influencing route choice, such as weather, turbulence and traffic
- aircraft colors or other distinguishing characteristics useful in identifying individual operators

38. ALTITUDE: Operators follow voluntarily agreed-upon routes for tour flights and maintain minimum altitudes of 1,500 feet for helicopters and 1,000 feet for floatplanes operating above residential areas, except during take-off, landing or when deviations are required by weather, traffic, or the Air Traffic Control Tower.

39. FLY NEIGHBORLY: Helicopter operators agree to conduct flightseeing tours in accordance with the Helicopter Association International (HAI) Fly Neighborly Program. The Fly Neighborly Program is a voluntary noise reduction program designed to be implemented worldwide by local helicopter operators, large and small. Operators will train all pilots on the Fly Neighborly Program with regard to its application to local operations. Additional information on this program can be viewed on the HAI website—www.rotor.com.

40. OPERATING TIMES: Operators agree not to schedule glacier flightseeing and tour departures before 8 am or after 7 pm and to complete all tour flights by 9 pm. Operators agree to minimize tour support operations outside these hours. Non-tour operations will occur outside these hours as our community is uniquely dependent on commercial fixed-wing and helicopter operations. Operators agree to take the same care to minimize their impacts during non-tour flight operations.

41. LOW USE ZONES: Operators agree to maintain “low use zones” in the Perseverance/Granite Creek Basin, Peterson Trail/Lake, the Eagle River/Eagle Glacier Cabin, and the John Muir Cabin areas. “Low use zones” are identified as areas where direct overhead tour flights are avoided (weather permitting).

42. WILDLIFE VIEWING: Operators conducting air tours within CBJ boundaries agree to minimize impacts to backcountry users and wildlife. Operators will not circle, hover, harass or decrease altitude for wildlife viewing. Flightseeing operators also agree to avoid key mountain goat kidding areas.

Agreements Regarding Walking, Hiking, Bicycling, Segway and Zipline Tours

Commercial use of public trails is permitted by the CBJ Department of Parks & Recreation (11 CBJ AC 01 010–01 100 — Commercial Use of Parks and Recreation Facilities and Trails), by the U.S. Forest Service, and by Alaska State Parks. Operators may apply for commercial permits for these trails. **CBJ Parkland Trails:** Perseverance Trail System (Red Mill Trail, Glory Hole Trail, Mine Camp Ruins Trail), Rainforest Trail, Amalga Meadows Beach Access (Kayak Beach), Auke Lake Launch Ramp/Parking Access, Sunshine Cove Beach Access, Treadwell Historic Loop Trail. **U.S. Forest Service:** Steep Creek Trail, East Glacier, West Glacier, Moraine Ecology, Nugget Falls, Powerline Trail (near Gladstone St.), Tolch Rock, and Trail of Time. **Alaska State Parks:** Perseverance Trail System, Upper Mount Roberts Trail (above tram), Ernest Gruening State Park. Operators will conduct pre-season training in a manner which focuses on and emphasizes these guidelines.

All commercial use of CBJ parks and trails requires a commercial use permit issued by the CBJ Parks & Recreation Department. Commercial use is not allowed in some areas. Contact the Parks & Recreation Department for additional information.

- 43. TOURS DURING COMMUTE HOURS:** Operators agree not to conduct downtown walking or Segway tours on Calhoun Avenue during morning and afternoon commute hours (7:30–8 am and 4:30–5 pm).
- 44. USE OF BIKE PATHS:** Operators agree to use bike paths along Glacier Highway, Fritz Cove Road, Back Loop and Loop Roads, Montana Creek Road, Glacier Spur Road, and other destinations within CBJ, and to instruct clients to ride single file. Operators agree not to use the walking path immediately along the Twin Lakes shoreline for tours.
- 45. FISH CREEK ROAD:** Cycling guides agree to instruct guests to ride single file in the bike lane unless the lane is blocked by a parked vehicle or other roadside obstruction. A guide will always be in the lead to make sure that guests descend the hill at a safe speed.
- 46. INSTRUCTIONS TO YIELD:** Cycling and Segway guides agree to instruct clients to safely yield to other users on commercially used bike paths whenever possible. Segway operators will conduct tours with clients in single file fashion in all areas of the City and Borough of Juneau.
- 47. TRAILHEAD PARKING:** Operators agree to use trailhead parking in a courteous and responsible manner and to pay special attention to community users. If utilizing the Brotherhood Bridge Photo Lookout area as a photo stop, operators will discourage visitors from using the trail unless the operator has a permit to do so.
- 48. IDENTIFIERS FOR TOUR GUIDES:** Operators agree to ensure tour guides are easily identifiable and that company names are visible on guides' attire and company vehicles.
- 49. YIELD TO OTHER USERS:** Guides agree to instruct clients to yield to other users on commercially used trails.
- 50. TRAIL CONDITION REPORTS:** Operators agree to report trail conditions and trail abuse to appropriate regulatory agencies.
- 51. LITTER REMOVAL:** Operators agree to remove litter (tour and non-tour related) from permitted trails on a regular basis.

Agreements Regarding Cruise Ships

Visible stack emissions are regulated by the Alaska Department of Environmental Conservation under the Marine Vessel Visible Emission Standards (18 AAC 50-.070). (See attachment B)





- 52. P.A. ANNOUNCEMENTS, SIGNALS and OUTDOOR ENTERTAINMENT:** Cruise Line Agencies, Cruise Lines International Association (CLIA) Alaska and individual cruise lines will continue to work to minimize vessel announcements, whistle signals, and outdoor entertainment (movies and use of music, bands or DJ) while docked or anchored in Juneau Harbor. Cruise ships are also asked to monitor their outside speakers, announcements and entertainment on approach to and departure from Juneau. Ships will keep outside speakers turned “off” or down until they are well past the homes along Gastineau Channel. “Dupont” at the south end of Gastineau Channel should be used as a marker point where outside speakers should be turned off inbound and remain off until at this point outbound. Cruise Line Agencies, CLIA Alaska, and cruise lines will ensure that the shipboard staff understands the importance of this specific guideline. Certain signals and announcements are necessary and required by the US Coast Guard or are necessary for safety reasons. See attachment C for a discussion and explanation of the use of ships’ whistles. Safety drills should not begin before 10 am local time.
- 53. EMISSION STANDARDS:** All cruise vessels agree to comply with the Marine Vessel Visible Emissions Standards (18 AAC 50-.070) and take all available and reasonable steps to minimize visible stack effluents while in port.
- 54. VESSEL EMISSIONS:** All cruise vessels agree to take any other proactive steps feasible to manage visible emissions, especially on days when the downtown area might be under an air quality alert.
- 55. COURTEOUS USE OF VESSEL FLOATS:** Cruise ship tender operators agree to use the Port Field Office Float and the Intermediate Vessel Float in a safe and responsible manner and to pay special attention to other users. Tender operators also agree to minimize their wake in the harbor, especially in the vicinity of floatplanes and kayaks and to operate in a manner which exhibits common courtesy to others.
- 56. LITTER:** In an effort to keep our streets clean, ships’ crew and passengers will be asked to utilize trash containers and cigarette ash trays rather than discarding trash and cigarette butts on the ground. The CBJ Harbor Department and private dock owners and other businesses will be asked to ensure that there are adequate receptacles throughout downtown Juneau to discard smoking material. Additionally, crew are asked not to congregate or smoke within 10 feet of the front door of any business.


Agreements Regarding Docks, Harbors, the Airport & all CBJ Staging Areas

Docks and harbors are regulated under the CBJ Administrative Code (05 CBJ AC 10.010- 10.090–Docks and Harbors). Operators will conduct pre-season training in a manner which emphasizes these guidelines.


- 57. COURTEOUS USE/LITTER REMOVAL:** Operators agree to use docks, harbors, loading ramps, the airport, all CBJ staging areas and related parking facilities in a courteous and responsible manner, and to pay special attention to other users. Operators also agree to remove tour and non-tour related litter when frequenting these areas.
- 58. SPECIAL EVENTS:** Companies agree to pay extra attention when operating during special events including Salmon Derby, Celebration, and the Fourth of July.

Agreements Regarding Marine Tour, Sightseeing and Sportfishing Operators

59. IMPACTS TO COASTAL ZONES: Marine tour operators and charter/sportfishing operators will take all available and reasonable steps to minimize impacts to coastal residents and other vessel operators. In particular, vessel operators will strive to minimize the impacts of their wake on other watercraft, docks and beaches throughout the CBJ coastal waterways, including popular crabbing and recreational boating grounds. Additionally, these operators agree to honor and abide by a voluntary “no wake zone” in the Smugglers Cove/ Spuhn Island/Swedula Island vicinity as outlined in the image appearing on page 24 of this document.

- 60.**  Marine Tour operators, in an effort to minimize wake damage to adjacent property owners in Auke Bay, agree to voluntarily navigate along the centerline of the bay. The proposed centerline is approximate to a line from the white speed buoy to the south end of Coughlin Island. Captains of vessels will agree to remain as close to this proposed centerline as practicable and as depicted in the adjacent image. Operators are reminded of their responsibility to maintain a safe speed at all times and nothing in this voluntary guideline removes the duty to follow established rules of the road.

- 61.** Marine tour operators agree to monitor the volume and use of their onboard PA systems and outside speakers in a manner which reduces the impact on local residents and recreational boaters.
- 62.** Marine Operators will follow all applicable federal regulations regarding marine mammal viewing. For the most current information on this see: www.fakr.noaa.gov/protectedresources/mmv/guide.htm— 50 CFR 216.11 states the federal regulations governing the taking and importing of marine mammals. (See attachment “H”)
- 63.** When two or more vessels are positioned in close proximity to wildlife they are viewing, and the intention of the other vessels is not obvious, all vessel operators agree to coordinate their movements by radio to reduce the potential for causing disturbance to the wildlife.
- 64.** If a vessel captain or crew member believes they have observed TBMP guidelines not being followed, they agree to document the specifics (using the TBMP Internal Observation Form) and report to their shoreside management. Shore side management shall determine whether it is appropriate to contact the owner/manager/operator of that vessel.
- 65.** Time spent by marine operators observing a specific whale or specific group of whales should not exceed 30 minutes within a 2-hour time span on any particular tour or charter. Vessels should refrain from revisiting the same whale or group of whales within that two (2) hour period.
- 66. VESSEL ENGINE IDLING:** ALL marine vessel operators (including charter fishing captains) agree to minimize engine idling at every reasonable opportunity. This includes loading and unloading of passengers and/or when standing-by in the various vessel loading zones throughout the CBJ. In the interest of reducing emissions, whenever it is deemed safe and prudent by vessel captains, engines should be turned off. Engines should not be started until the vessel is making ready to get underway.
- 67.** For all companies that may engage in whale-watching in the Juneau area as part of their marine activities, at least one representative shall agree to attend annual NOAA or NMFS wildlife viewing training scheduled to occur in Juneau and will pass that information on to their respective management for training purposes.

- 68.**  Vessel operators should not utilize the Indian Island passage as a short cut into and out of Auke Bay at cruising speed. The area should be considered a “no-wake” zone to provide a safer environment for local residents and boaters in this area.





69. When transiting on the water throughout the CBJ, marine tour, whale-watching, and sportfishing operators agree to maintain whenever possible, a 200-yard distance from boats that are actively fishing in order to reduce the impact of wake on those vessels. Transiting is defined as passing at a speed that creates a wake.
70. The Coghlan Cut can at certain times, become a crowded passage with multiple commercial and private boats transiting the area and local residents recreating nearby. These instances can cause safety concerns for small boats, kayakers, boats loading on the shore and individuals enjoying the beach. TBMP operators and captains agree to be diligent in monitoring their own wake, vessel traffic and recreational use of the Coghlan Cut area and to adjust their speed and/or routing as necessary to promote a safe environment for all users. **TBMP operators agree to avoid transiting the Coghlan Cut during Salmon Derby Weekend.**
71. Vessel operators, in the spirit of cooperation and in order to promote continuous improvement, agree to communicate between boats on-the-water, any possible guideline infractions and to do so in a courteous and constructive manner. Vessel Captains also agree to report the same to their own company management for respectful follow-up at the management level.

FOR CONSIDERATION

Whale watching operators agree to strongly consider becoming active members of the Whale SENSE program. Whale SENSE is a voluntary education and recognition program offered to commercial whale watching companies in the U.S. Atlantic and Alaska Regions. The program is sponsored by NOAA Fisheries and Whale and Dolphin Conservation. Developed in collaboration with the whale watching industry, Whale SENSE recognizes whale watching companies committed to responsible practices. See www.whalesense.org. TBMP has joined as a Whale SENSE Proud Supporter.

Vessel operators agree to consider shortening their whale viewing time to 20 minutes when there are more than 10 boats congregated around a whale or group of whales and their individual vessel has already experienced their whale sighting.

Agreements Regarding Restaurants and Hospitality Businesses

72. Businesses will be responsible for sweeping the sidewalk immediately in front of their establishment, will pick up and properly dispose of all litter into the proper receptacle, and will avoid sweeping litter into the street (as the street sweeper may already have made their rounds).
73. Businesses and their employees will strive to be good ambassadors of the community with knowledge of the locations of public amenities such as post office, bus stops, museums, restrooms, and government buildings.

Agreements Regarding Shoreside Tour Brokers

74. Tour brokers will not interfere with sales activities or operations of other tour brokers.
75. Tour brokers will be responsible for the space immediately around their vending area and will pick up and properly dispose of all litter accumulated there during the course of their activities.
76. Tour brokers will not engage in hawking or any disruptive, loud behavior.
77. Tour brokers agree not to smoke in their booth and/or when working with customers.
78. Tour brokers will only distribute written information when a customer requests—no handing out of flyers or leaflets in or around the sales area.
79. Tour brokers will have informed knowledge of products sold and will not provide inaccurate information.
80. Tour brokers will agree to practice good standard business ethics by not disparaging or making negative comments concerning other businesses.

81. Tour brokers will strive to be good ambassadors of the community with knowledge of the locations of public amenities such as post office, bus stops, museums, restrooms, and government buildings.
82. Tour brokers will not display misleading signage or advertising.

Agreements Regarding Downtown Retail Businesses

83. Merchants will be responsible for sweeping the sidewalk immediately in front of their establishment, will pick up and properly dispose of all litter into the proper receptacle, and will avoid sweeping litter into the street (as the street sweeper may already have made their rounds).
84. Merchants will refrain from placing merchandise and signage on the city-owned/public sidewalks and will leave adequate space between items for sale and the public sidewalk so that customers examining the merchandise are not blocking the sidewalk.
85. Merchants will not place their business' accumulated daily refuse into street-side, public CBJ refuse containers. They should secure their own agreement with a contracted container service.
86. Merchants and their employees will avoid handing out flyers or leaflets outside of their place of business.
87. Merchants and their employees will not engage in sidewalk hawking or any other disruptive or aggressive physical behavior in order to get potential customers into their place of business.
88. Merchants and their employees who may smoke on the sidewalk in front of their businesses agree to utilize the proper receptacles for disposing of cigarette butts.
89. Merchants will avoid displaying misleading signage or advertising and agree not to post stickers or signage in their windows indicating "cruise ship preferred or guaranteed shopping venue."
90. Merchants and their employees will at all times agree to practice good standard business ethics by not disparaging or making negative comments concerning other businesses.
91. Merchants and their employees will strive to be good ambassadors of the community with knowledge of the locations of public amenities such as post office, bus stops, museums, restrooms, and government buildings.
92. Merchants will avoid boarding up or taping brown paper or newspaper to their windows when closing in the off-season. Merchants are encouraged to utilize some sort of economical and decorative paper (wrapping paper, etc) in an attempt to "brighten up the look" of a business closed for the winter.
93. Merchants should follow the CBJ Historic District requirements to the best of their ability and consider where possible and economical, keeping display windows lit (LED lighting) and/or their outside awning lights on or on motion sensors in order to keep windows and sidewalks lit after dark to promote safety and a welcoming feel to downtown during the winter months.

General Agreements for All TBMP Participants

94. **TRAINING:** Participants agree to train all relevant employees on the program objectives and practices and to conduct periodic training sessions for employees hired mid-season. Participants will train employees and strive to conduct business in a manner which exhibits common courtesy throughout the season. Employees of participating businesses will be required to sign a "**TBMP Employee Partnership Agreement**" certifying that the employee has read, understands and agrees to abide by the Tourism Best Management Practices guidelines applicable to his/her job description. See attachment "D" and "E" for examples.
95. **CONTACT NAME:** Participants agree to provide the CBJ and TBMP Hotline administrator with an accurate contact name, telephone number, and email address, and to communicate any changes as soon as possible if they occur.
96. **WORK SESSIONS:** Participants agree to participate in periodic work sessions to discuss progress made in attaining program goals.
97. **RESPONSE TO TBMP HOTLINE:** An important ingredient towards a successful TBMP program is consistent, respectful, and prompt responses to the tourism hotline messages. Participants agree to respond **within 3 business days** to calls and emails received directly and via the Tourism Best





Management Practices Hotline as long as callers provide sufficient details to allow businesses to address the issue. Participants also agree to copy the TBMP Hotline Administrator as to the result of their interaction with the caller. Callers will be asked to communicate as much information as possible, including name of participant business, description of the aircraft, watercraft, or vehicle, vehicle number if possible, and date and approximate time of observation. Callers will also be asked to leave a name, phone number, and/or email address so the participants may respond. Callers are also encouraged to provide positive feedback via the hotline to recognize participants who are making a difference by following the guidelines and operating their business in a courteous and neighborhood-friendly manner.

- 98. SELF-MONITORING:** All participants agree to improve their self-monitoring efforts by actively utilizing the TBMP Internal Observation Form to directly contact a company who may not be observing the TBMP guidelines. These actions honor the spirit of TBMP and ultimately help all companies reduce tourism impacts in the community.
- 99. ONGOING TRAINING FOR EMPLOYEES:** Businesses agree to provide ongoing (mid- season) training and coaching for their employees, in an effort to reinforce compliance with the guidelines that pertain to their particular operations.
- 100. RECYCLING:** All TBMP members are strongly encouraged to commit to a recycling program which is effective for their individual size and type of business. Note that all commercial entities must have a recycling permit; information can be obtained at <https://beta.juneau.org/engineering-public-works/recycleworks/recycling>.
- 101.** All businesses will agree to dispose of and secure trash in a manner which does not attract wildlife.
- 102. Accessibility:** Recognizing that the number of visitors arriving in Juneau each year with limited mobility and/or visual or hearing impairments is increasing, TBMP members are encouraged to focus forward in order to find "best practice" objectives which may assist in providing these visitors with a quality experience. To that end, here are some recommendations shared by SAIL (SE Alaska Independent Living) that businesses might consider in preparing to respond to this expanding market.
 - Businesses could post information concerning their tour/venue accessibility on-line, or otherwise make it readily available to those seeking details (i.e. how many steps? how long a walk? are necessary service companions given complimentary space?).
 - Businesses should consider training all front line employees in accessibility awareness, with focus on how best to accommodate requests for various types of assistance (mobility, hearing, visual, etc.), how to provide good customer service to those with disabilities or impairments, and when to seek additional help in doing so.
- 103.** All tour operators stopping at Mayor Bill Overstreet Park and whose driver and/or guide are getting out of the vehicle with tour passengers (providing narrative or guide services on the site) will require a permit to do so.

FOR CONSIDERATION

TBMP members can voluntarily offset carbon emissions through a local program, the JUNEAU CARBON OFFSET FUND (www.juneaucarbonoffset.org). This program allows both visitors and businesses to consider balancing out their carbon emissions by helping to convert lower-income home heating from fossil fuels to renewable energy, making housing more affordable and meeting the City and Borough of Juneau goals for carbon reduction.

Program Contacts

TBMP member businesses are responsible for actively participating in the program and promoting the program's objectives through a variety of means. These may include press releases, public service announcements, brochures, newspaper inserts, additional print media, and other appropriate means. This may also include contacting other businesses who have not signed on to the program and encouraging them to join with other visitor industry businesses. The CBJ supports and endorses the Tourism Best Management Practices program, and encourages all to participate.

Kirby Day, (primary industry contact)

Princess Cruises/Holland America Group

c/o Travel Juneau, 800 Glacier Avenue #201, Juneau, AK 99801

Phone: 907-364-7250 / Email: kday@hagroup.com

CBJ Website: www.juneau.org/tourism / **TBMP Website:** www.tbmp.info

TBMP Hotline

Email: hotline@traveljuneau.com / **Phone:** 907-586-6774

(ADEC) Alaska Department of Environmental Conservation

For concerns with vessel visible emissions, call ADEC at 907-465-5278

ATTACHMENT A: Commercial Passenger Vehicle Code

In addition to the voluntary guidelines above, drivers are required to follow CBJ commercial passenger vehicle codes and traffic laws, which include the following:

1. Drivers will not park, stop vehicles or disembark passengers on bridges throughout CBJ, including but not limited to Salmon Creek, Montana Creek and Brotherhood Bridges {CBJ 72.02.360(a)(1)(g)}.
2. Drivers will not block designated bike paths {CBJ 72.02.400}.
3. Drivers will pay special attention to crosswalks throughout CBJ and must stop for pedestrians using crosswalks {CBJ 72.02.155}.
4. Drivers will use Basin Road in a safe and responsible manner and adhere to the speed limit of 10 m.p.h. {CBJ 72.02.275(a)}.
5. Drivers will use appropriate loading and unloading zones {CBJ 72.12.045, 050, 060}.
6. Drivers are prohibited from making U turns unless otherwise noted {CBJ 72.10.095}.

ATTACHMENT B: Marine Vessel Visible Emission Standards (18 AAC 50.070)

Within three miles of the Alaska coastline, visible emissions, excluding condensed water vapor, may not reduce visibility through the exhaust effluent of a marine vessel by more than 20 percent except as follows:

1. while at berth or at anchor, visibility may be reduced by up to 100 percent for periods aggregating no more than
 - a. three minutes in any one hour; and
 - b. an additional three minutes during initial startup of a vessel; for purposes of this subparagraph, "initial startup" includes the period during which a vessel is testing equipment in preparation to casting off or weighing anchor;
2. during the hour immediately after weighing anchor or casting off, visibility may be reduced under one, but not both, of the following options:
 - a. visibility may be reduced by up to 40 percent for that entire hour; or
 - b. visibility may be reduced by up to 100 percent for periods aggregating no more than nine minutes during that hour;





3. during the hour immediately before the completion of all maneuvers to anchor or make fast to the shore, visibility may be reduced under one, but not both, of the following options:
 - a. visibility may be reduced by up to 40 percent for that entire hour; or
 - b. visibility may be reduced by up to 100 percent for periods aggregating no more than nine minutes during that hour; and
4. at any time not covered by (1)–(3) of this section, visibility may be reduced by up to 100 percent for periods aggregating no more than three minutes in any one hour.

ATTACHMENT C: The Sounds of a Port

Included as part of the operating procedures of any large vessel is the need, requirement, and ability to signal other vessels in the area of their position (in areas of restricted visibility) and of their intentions (when under way, or getting under way). These signals are required for safe navigation. In addition, many small vessel operators may not have or may not consistently monitor their VHF radios. Therefore, the only way for large vessels to communicate (regardless of visibility issues) is via sound signals. This is a common practice in the maritime industry around the world.

The USCG regulations require vessels to use their whistles to signal when they are in an area of restricted visibility, which is defined as “any condition in which visibility is restricted by fog, mist, falling snow, heavy rainstorms, sandstorms, or any other similar causes.”

The USCG defines ship's whistle as any sound signaling appliance capable of producing the prescribed blasts and which complies with the specifications in Annex III to these Regulations.

This whistle must meet USCG specifications for audibility. For vessels 200 meters in length or more, which encompasses most large cruise ships calling in Juneau, the sound must produce 143 db of sound 1 meter from the whistle in the direction of maximum intensity, and be audible for 2 nautical miles in the direction of maximum intensity. This is why a ship's whistle may sound quite strong if one is positioned directly in front of the ship.

Regulations require ships to signal under the following circumstances:

1. When making way astern, day or night, ships are required to sound three short blasts on the ship's whistle to announce their intention of going astern. This is why a ship will signal with three short blasts (day or night) when departing the port and coming off the dock with engines operating astern.
2. When conducting an USCG Safety of Life at Sea drills or inspections, the ship is required to sound 6 short blasts and one long blast on the ship's whistle to initiate the drill or inspection. During the drill, certain signals may also be used to announce lowering of the lifeboats or all clear. During such drills and inspections, ships are required to use all ship's public address systems, including inside and outside speakers. The intention in every case is to conduct a drill or inspection as if the exercise is an actual emergency event, which requires ships to use the full complement of signaling capabilities a vessel would have at its disposal during a real emergency.

Finally, there are other times when a ship will use its whistle and/or public address system to ensure safe navigation, or for other safety or emergency reasons that may occur onboard ship.

The cruise industry is keenly aware of the sensitivity of some Juneau residents to the sounds of these signals and procedures, and will continue to minimize unnecessary use of the ships' whistles and outside public address speakers.

(For more detailed information, reference “International Regulations for Prevention of Collisions” at Sea, 1972 (72 COLREGS) <https://www.navcen.uscg.gov/?pageName=NavRulesAmalgamated>

ATTACHMENT D: TBMP Employee Agreement (sample #1)

TEMSCO Helicopters, Inc.

TBMP Employee Partnership Agreement

As an employee of TEMSCO Helicopters, Inc. in Juneau, I certify that I have read and fully understand the attached Tourism Best Management Practices (TBMP) program.

In an effort to demonstrate my personal commitment to make the visitor season as enjoyable as possible for visitors and local residents alike, to the best of my ability, I will honor the guidelines as outlined in this program. Further, I will convey to my fellow employees in the visitor industry the importance of operating our businesses in a manner that is both responsible and sensitive to neighborhood concerns.

Employee Signature

Date

Employee Signature

Date

Supervisor/Trainer Name

ATTACHMENT E: TBMP Employee Agreement (sample #2)

COASTAL HELICOPTERS, INC.

TBMP Employee Partnership Agreement

As an employee of Coastal Helicopters, Inc. in Juneau, I certify that I have read and fully understand the attached Tourism Best Management Practices (TBMP) program.

In an effort to demonstrate my personal commitment to make the visitor season as enjoyable as possible for visitors and local residents alike, to the best of my ability I will honor the guidelines as outlined in this program. Further, I will convey to my fellow employees in the visitor industry the importance of operating our businesses in a manner that is both responsible and sensitive to neighborhood concerns.

Employee Name Printed

Employee Signature

Date

Employee Name Printed

Employee Signature

Date

Employee Name Printed

Employee Signature

Date

Employee Name Printed

Employee Signature

Date





ATTACHMENT F: TBMP Internal Observation Form

TBMP Participant,

A staff member has reported an instance that may have been out of compliance with one or more of the guidelines established in the TBMP program. The following is a brief description of the observed activity. Please complete the bottom portion of this form and return it to us as verification that you are aware of the situation.

To further improve the outcomes of TBMP, the assistance of the staff of all participants has been enlisted to watch not only their company's operations, but operations throughout the industry. We can be stronger by helping each other.

Don't hesitate to call our owner/manager to discuss this issue further. If any of our operations were viewed to be possibly out of compliance we hope that you would extend us the same courtesy of communicating similar information.

Thank you, and again, don't hesitate to contact our owner/manager for clarification.

Date of observed activity: _____ Time: _____ am / pm

Observed activity:

Signature of Manager of observed company

Phone

Email

Email Report to: hotline@traveljuneau.com

Participant explanation:

Corrective action taken (if necessary):

Signature of Manager of observed company

Phone

Email

Email Report to: hotline@traveljuneau.com

ATTACHMENT G: TBMP Air Operator Letter of Agreement

Juneau Commercial Operators Letter of Agreement

Airspace Users—Juneau, Alaska and Vicinity

Juneau Airspace Letter of Agreement Revision Number 25

Effective Date: May 1, 2022

LETTER OF AGREEMENT

Airspace Users—Juneau, Alaska and Vicinity

This letter of agreement is entered into for the purpose of establishing safe operating practices in the Juneau Airport Class D surface area and the uncontrolled airspace in the geographic areas surrounding Juneau, Alaska to include, (1) the Juneau Icefield and its glacier drainages, (2) Gastineau Channel and Taku Inlet to include the Taku Glacier ice field, and (3) Lynn Canal, Glacier Bay and Cross Sound/Icy Strait as described in Appendices A, B, C, and D to this agreement.

The intent is to ensure horizontal and vertical separation of aircraft, and to ensure aircraft on common routes are on the same radio frequencies. These routes and procedures are designed to include commercial aircraft operations (air carriers and tour operators), both fixed and rotary wing, special use operations (para-gliders, powered and non-powered parachutes), general aviation, and military users.

The methods employed include preferred routes, primary and secondary reporting points, radio frequencies, frequency changeover points, and specific altitudes for specified direction of flight at traffic conflict areas.

The procedures in this agreement are based on effective procedures developed over years of use by local commercial operators. The topography and prevailing weather surrounding Juneau, Alaska channels aircraft into common routes, creating potential conflicts between aircraft regardless of the type of operation being conducted. The largest concentration of aircraft is comprised of VFR Commuter traffic and air tours. However, all aircraft are geographically restricted to the use of the same routes.

Signature of an aircraft operator to the routes and procedures contained in this Juneau Operators Letter of Agreement (LOA) indicates voluntary compliance, in that while operating on the described routes, these procedures should be adhered to. This does not restrict an aircraft operator from utilizing non-depicted routes. Deviations from this letter of agreement may be made after verbal coordination with other affected parties. This agreement does not relieve aircraft operators and pilots from adhering to Federal Aviation Regulations, or Operations Specifications issued to that company by FAA Flight Standards. It remains a right and responsibility for a pilot to deviate from any procedure if required to ensure the safety of their aircraft, or when weather conflicts require.

Modifications to a specific area procedure will be made via date and numbered revisions to the specific appendix or page, including a signature agreement line for each party to this agreement. This agreement is valid until the end of each calendar year.

A website link to the Letter of Agreement may be found at: www.juneau.org/tourism





ATTACHMENT H: Marine Mammal Protection Act and Endangered Species Act Regulations

MARINE MAMMAL PROTECTION ACT; TITLE 50 PART 216 REGULATIONS GOVERNING THE TAKING AND IMPORTING OF MARINE MAMMALS

50 CFR 216.11 Take Prohibitions

Except as otherwise provided in subparts C, D, and I of this part 216 or in part 228 or 229, it is unlawful for:

- a. Any person, vessel, or conveyance subject to the jurisdiction of the United States to take any marine mammal on the high seas, or
- b. Any person, vessel, or conveyance to take any marine mammal in waters or on lands under the jurisdiction of the United States, or
- c. Any person subject to the jurisdiction of the United States to take any marine mammal during the moratorium.

The Marine Mammal Protection Act prohibits the **TAKE** of all marine mammal species in U.S. waters. Take means “to harass, hunt, capture, or kill, or attempt to harass, hunt, capture, or kill,” and harassment means “any act of pursuit, torment, or annoyance which has the potential to injure a marine mammal or marine mammal stock in the wild; or has the potential to disturb a marine mammal or marine mammal stock in the wild by causing disruption of behavioral patterns, including, but not limited to migration, breathing, nursing, breeding, feeding, sheltering.

Southeast Alaska:					
Haulout			Latitude		Longitude
Major Haulout	Benjamin Island		58 33.5 N		134 54.5 W
	Biali Rock		56 43.0 N		135 20.5 W
	Biorka Island		56 50.0 N		135 34.0 W
	Cape Addington		55 26.5 N		133 49.5 W
	Cape Cross		57 55.0 N		136 34.0 W
	Cape Ommaney		56 10.5 N		134 42.5 W
	Coronation Island		55 56.0 N		134 17.0 W
	Gran Point		59 08.0 N		135 14.5 W
	Graves Rock		58 14.5 N		136 45.5 W
	Lull Point		57 18.5 N		134 48.5 W
	Sunset Island		57 30.5 N		133 35.0 W
	Timbered Island		55 42.0 N		133 48.0 W
BOUNDARIES TO					
Major Rookeries	Rookery	Latitude	Longitude	Latitude	Longitude
	Forrester Island	54 51.0 N	133 32.0 W	54 52.5 N	133 35.5 W
	Hazy Island	55 52.0 N	134 34.0 W	55 51.5 N	134 35.0 W
	White Sisters	57 38.0 N	136 15.5 W		

TAKE includes feeding or attempting to feed a marine mammal in the wild. Some exceptions for take are made for authorized scientific research and subsistence hunting by Alaska Natives.

50 CFR 216.18—Special Prohibitions for Approaching Humpback Whales in Alaska

- b** Approaching humpback whales in Alaska—(1) Prohibitions. Except as provided under paragraph (b)(2) of this section, it is unlawful for any person subject to the jurisdiction of the United States to commit, to attempt to commit, to solicit another to commit, or to cause to be committed, within 200 nautical miles (370.4 km) of Alaska, or within inland waters of the state, any of the acts in paragraphs (b)(1)(i) through (b)(1)(iii) of this section with respect to humpback whales (*Megaptera novaeangliae*):
- i** Approach, by any means, including by interception (i.e., placing a vessel in the path of an oncoming humpback whale so that the whale surfaces within 100 yards (91.4 m) of the vessel), within 100 yards (91.4 m) of any humpback whale;
 - ii** Cause a vessel or other object to approach within 100 yards (91.4 m) of a humpback whale; or
 - iii** Disrupt the normal behavior or prior activity of a whale by any other act or omission, as described in paragraph (a)(4) of this section.
- a (4)** Disrupt the normal behavior or prior activity of a whale by any other act or omission. A disruption of normal behavior may be manifested by, among other actions on the part of the whale, a rapid change in direction or speed; escape tactics such as prolonged diving, underwater course changes, underwater exhalation, or evasive swimming patterns; interruptions of breeding, nursing, or resting activities; attempts by a whale to shield a calf from a vessel or human observer by tail swishing or by other protective movement; or the abandonment of a previously frequented area.

ENDANGERED SPECIES ACT; TITLE 50 PART 224 REGULATIONS GOVERNING ENDANGERED MARINE AND ANADROMOUS SPECIES

ENDANGERED SPECIES ACT; TITLE 50 PART 226 DESIGNATED CRITICAL HABITAT
50 CFR 226.202 Critical habitat for Steller sea lions

(a) Alaska rookeries, haulouts, and associated areas. In Alaska, all major Steller sea lion rookeries identified in Table 1 and major haulouts identified in Table 2 and associated terrestrial, air, and aquatic zones. Critical habitat includes a terrestrial zone that extends 3,000 feet (0.9 km) landward from the baseline or base point of each major rookery and major haulout in Alaska. Critical habitat includes an air zone that extends 3,000 feet (0.9 km) above the terrestrial zone of each major rookery and major haulout in Alaska, measured vertically from sea level. Critical habitat includes an aquatic zone that extends 3,000 feet (0.9 km) seaward in State and Federally managed waters from the baseline or basepoint of each major rookery and major haulout in Alaska that is east of 144 deg. W. longitude. Critical habitat includes an aquatic zone that extends 20 nm (37 km) seaward in State and Federally managed waters from the baseline or basepoint of each major rookery and major haulout in Alaska that is west of 144 deg. W. longitude.

Critical habitat for Steller sea lions **Major haulout and major rookeries in Alaska**





ATTACHMENT I: 2022 Wilderness Best Management Practices

2022 Wilderness Best Management Practices for Tracy Arm-Ford's Terror Wilderness (Including all of Holkham Bay, Tracy Arm, Endicott Arm, and Ford's Terror)

(Note: this WBMP document is for informational purposes and will be updated mid-summer 2022)

Agreements Regarding Vessel Operators

This program is a cooperative effort between vessel operators and the Tongass National Forest. Initiated in 2008, Wilderness Best Management Practices are intended to minimize the impacts of tourism and vessel operations in the waters adjacent to the Tracy Arm-Ford's Terror Wilderness in a manner that addresses both concerns for our natural resources and operators' concerns for safety and passenger service. By actively participating in this voluntary program, operators demonstrate their commitment to a sustainable use of wilderness resources.

The following agreements will advance wilderness values but are not intended to compromise vessel safety.

RESPECT OTHERS: Operators recognize the importance of preserving an authentic Alaskan wilderness experience for all users and agree to the following measures:

- **SCHEDULES:** As practicable, commercial operators shall make their schedules available and communicate any changes to help minimize potential conflicts with other users. Operators are encouraged to share schedules via the Ship Schedules folder on the WBMP blog and through other means. Cruise ships will list their estimated inbound and outbound bar crossing times in advance on their schedules to help other operators coordinate. If an operator modifies their scheduled itinerary due to ice conditions or other factors, the operator will do their best to inform other users of their revised plans (e.g. via radio, posting on the WBMP blog, using email and/or sat phone). It is in the best interest of all users to have up-to-date itineraries and the most accurate conditions available.
- **FORD'S TERROR:** Vessels with more than 250 passengers agree not to enter Ford's Terror, including the portion that opens from the north shore of Endicott Arm.
- **RECOGNIZE OTHER USERS:** Tracy and Endicott Arms, Holkham Bay and Ford's Terror experience use from commercial and noncommercial users, including hunters, fishers, paddlers, boaters, hikers, photographers, wildlife viewers and wilderness recreationists. In order to facilitate the enjoyment and sustainable use of the wilderness area, all motorized vessel operators agree to maintain a safe and respectful distance from other users and to avoid them whenever possible.
- **MINIMIZE IMPACTS:** Operators agree to do their utmost to minimize impacts, including wakes, noise and operations that might affect paddlers, other boats, and wildlife such as bears, nesting birds, and hauled-out seals. A wake is an extension of a vessel's operations and can often be reduced by lowering speed. When in proximity to wildlife, motorized vessels, non-motorized vessels and sensitive areas, be mindful of wake impacts and strive to minimize disturbance. Paddlers acknowledge that use of the marine radio to announce their presence will assist motorized vessel operators in achieving these goals.

COMMUNICATE: All operators acknowledge the importance of communication to the success of this agreement and pledge the following commitments:

- **USE MARINE RADIOS** to share pertinent information such as operator intentions and updates on sea and ice conditions. Operators agree to keep communications respectful and concise. Monitor marine radio channels 16/13 and other working channels.
- **MAKE SÉCURITÉ ANNOUNCEMENTS** prior to crossing bars, rounding blind corners, conducting paddlecraft operations, off-loading/picking-up passengers and when appropriate to preface other navigational safety messages. Doing so will help others adjust to minimize impacts to your operations.

- **POST ON THE WBMP BLOG** (<http://wildernessbmp.pbworks.com/w/page/14933240/FrontPage>) to share schedule changes, ice conditions, provide feedback, or other information and concerns about Tracy Arm-Ford's Terror Wilderness. The blog contains a link to request access for new users.
- **INFORM OTHER OPERATORS** of schedule changes, such as diverting from one Arm to another, cancelling calls altogether, or making significant timing changes, and do so in as timely a manner as possible.
- **ENGAGE IN DISCUSSIONS** about WBMP implementation and improvements.

PRESERVE QUIET: All operators recognize the importance of quiet and solitude and will minimize vessel announcements and signals while in the Tracy Arm-Ford's Terror Wilderness. While interpretation of wilderness values and marine ecology for passengers is important, operators agree to limit their outside announcements to preserve wilderness values of others in the vicinity (see Exhibit A). Operators agree to avoid announcements prior to 8:00am whenever possible, to limit the duration of announcements to about 5 minutes, to limit the number of announcements, and to lower the volume of announcements on outside decks to the minimum required for communication and safety. Operators agree to follow the Forest Service's recommended locations for these interpretive announcements (see Exhibit B map). The Forest Service will also attempt to provide alternative methods of interpretation such as brochures, maps, and podcasts. Operators agree not to use whistles, horns or other noisemaking devices except as required for navigational, safety or emergency purposes.

MAINTAIN CLEAN AIR: All vessel operators agree to comply with the Marine Vessel Visible Emissions Standards (18 AAC 50-.070) and take all available and reasonable steps to minimize visible stack emissions while in Tracy Arm-Ford's Terror Wilderness. Recognizing that the unusually cold, still air of these glacial fjords can trap persistent haze, operators agree to take proactive steps to manage visible emissions, such as seeking engineered solutions and improvements to emissions monitoring. Visible stack emissions are regulated by the Alaska Department of Environmental Conservation and monitored by the US Forest Service in cooperation with Alaska Department of Environmental Conservation. Forest Service rangers will provide timely feedback to vessel operators resulting from their observations.

PROTECT WILDLIFE: All operators agree to conduct their business in a manner which, whenever possible, avoids changing the natural behavior of wildlife in their vicinity including bears, mountain goats, whales, and nesting birds such as terns and oystercatchers.

Seals: Based on research by federal and state agencies, NOAA Fisheries recommends the following guidelines for all vessel types and at all glacial areas. It may not be practicable to follow every guideline on each visit, but vessel operators should exercise caution to minimize disturbance to seals.

1. All vessels (kayaks to cruise ships) should strive to maintain 500 yards (about 0.25 mi) from seals without compromising safe navigation. Make an approach plan to avoid surprising seals. Be equally cautious to reduce disturbance when departing the fjord as arriving.
2. Minimize wake, avoid abrupt changes in course or engine pitch, and avoid loud noises (such as ice collisions) in the vicinity of seals. Consider avoiding use of PA systems on outer decks.
3. Try to avoid traveling through thick ice, which provides habitat for birthing and nursing of pups. The absence of seals on the ice doesn't mean the area isn't being used.
4. Time visits when feasible to minimize overlap with the peak numbers of seals hauled out midday. Research shows most seals are hauled out and vulnerable to disturbance between 9 am and 4 pm.
5. Tracy Arm guidelines May 15 to June 30:
 - During seal pupping, vessels should try to restrict travel to the southwestern half of the arm with 580 yards (approx. 0.33 mi) of the shoreline, and greater than 1250 yards (approx. 0.75 mi) from the glacier, to avoid higher seal densities along the eastern side of the arm and closest to the glacier.
 - When ice is thick, vessels should stop north of a line drawn east from Tern Point.

The complete Alaska Harbor Seal Approach Guidelines in Glacial Fjords may be found at: <https://alaskafisheries.noaa.gov/pr/harbor-seals>





EXERCISE RESTRAINT: In order to:

- Reduce impacts to wildlife, including bears, goats, seals and birds;
- Respect the wilderness experience of other users including appreciation of natural and undeveloped qualities and outstanding opportunities for solitude, and
- Honor Wilderness Act checks on technology and human agency,

WBMP signatories agree to refrain from drone use in Tracy and Endicott Arms, Holkham Bay and Ford's Terror. Each season operators may make a one-time exception for drone use after July 31st (after newborn wildlife has fledged or weaned). This exception should:

- Be of short duration,
- Occur in the absence of other users, and
- Maintain as great a distance from wildlife as possible.

As a reminder: for designated wilderness above mean high tide, it is illegal to launch, land or possess a drone in designated wilderness per 36 CFR 261.18(a).

KEEP IT ALIVE: All vessel operators agree to include these guidelines in annual training and respective policies and procedures documentation. Operators will provide feedback about compliance with the above guidelines to other operators and the appropriate agency.

Send emails/queries to:

Sean Rielly, Wilderness Program Manager, sean.rielly@usda.gov

Don MacDougall, Special Uses, Lands and Wilderness Staff officer, don.macdougall@usda.gov

EXHIBIT A: NOAA HARBOR SEAL APPROACH GUIDELINES IN GLACIAL FJORDS FOR VESSEL OPERATORS



****2015 map.** South Sawyer Glacier position may have changed. Vessels advised to maintain recommended travel corridor and distance from the encountered glacial face.

NOAA Fisheries recommends the following guidelines specific to Tracy Arm May 15 to June 30:

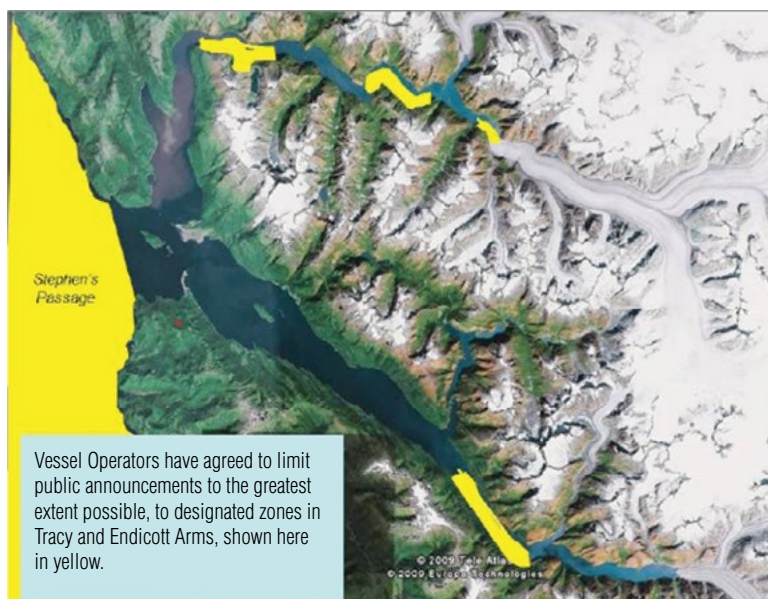
- During seal pupping, vessels should try to restrict travel to the southwestern half of the arm with 580 yards (approx. 0.33 mi) of the shoreline, and greater than 1250 yards (approx. 0.75 mi) from the glacier, to avoid higher seal densities along the eastern side of the arm and closest to the glacier.
- When ice is thick, vessels should stop north of a line drawn east from Tern Point.

EXHIBIT B: RECOMMENDED AREAS FOR INTERPRETIVE ANNOUNCEMENTS

The following is a summary of locations where outside announcements would affect the fewest visitors: (see map)

- 1) Stephens Passage before entering Holkham Bay would be a good place to introduce Tracy Arm. Since the waterway is wide, announcements would not impact campers, kayakers, fishermen on shore, beach-walkers, hunters and other users of the wilderness area.
- 2) There is an approximate five-mile stretch beginning one mile east of the Tracy Arm elbow and ending one mile west of the first large U-shaped valley on the north shore. This would be a good area for short (5 minute) interpretive announcements to be made to guests (between N57.922776/W133.563637 and N57.915954/W133.452213).
- 3) There is another approximate four-mile stretch within the Tracy Arm S turns. It begins one mile north of the third U-shaped valley on the south shore, approximately eleven miles east of the elbow. It ends 1.5 miles west of Sawyer Island. This would be a good area for short interpretive announcements to be made to guests (between N57.887659/W133.307565 and N57.884008/W133.213526).
- 4) At the end of Tracy Arm, a few miles from South Sawyer Glacier is another area where there is an opportunity to present a short (5 minute) interpretive announcement (between N57.860754/W133.131673 and the face of the S. Sawyer Glacier). It would be preferable to leave a "quiet zone" within a few miles of Sawyer Island, to ensure a more peaceful environment for those people who may be camping on the island.
- 5) P.A. announcements are more likely to disturb visitors and wildlife in Endicott Arm due to the greater amount of islands, bays and anchorages. The recommended location for announcements in Endicott Arm is between one mile southeast of the entrance to Ford's Terror and one mile northwest of the entrance to North Dawes Inlet (between N57.585560/W133.163017 and N57.515926/W133.053845).

Exhibit B Map: yellow zones depict areas where public announcements might be disruptive.





Recommended language for PA announcement in Stephens Passage or just prior to entering Tracy/Endicott Arm, and/or for printing in ship's daily program onboard which explains the intentions of this joint effort between all vessel operators and the USFS:

We're about to enter one of the most pristine Alaskan environments that we'll see on our voyage. Tracy Arm is a thirty-mile glacial fiord that reaches deep into the Coast Mountains and deep into our glacial past. With old-growth temperate rain forest here at its beginning and active tidewater glaciers at its upper reaches, our visit to Tracy Arm is a trip in time back to the Pleistocene ice age.

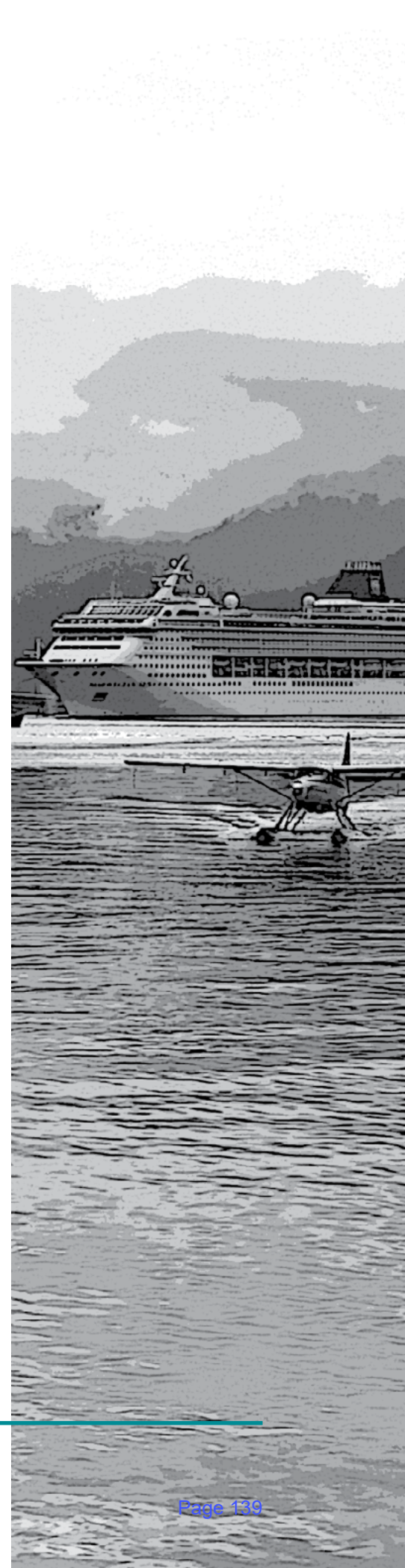
Tracy Arm is a special place. Recognizing its extraordinary biological, scenic, and recreational values, Congress protected the surrounding land as part of the National Wilderness Preservation System. The designation provides permanent protection for this part of the Tongass National Forest, ensuring that it remains a place of wild nature. It's a land for wildlife, timeless forests, and the enjoyment of the American public.

To help preserve Tracy Arm's wild character, tour companies and the Tongass National Forest created a set of guidelines for visiting the area. Our cruise company helped develop the guidelines and proudly supports their goals, which include special considerations for wildlife, air quality, and other natural systems. In accordance with the agreement, we will limit our outside announcements within the fiord, helping preserve a quiet environment both for wildlife and for other visitors. During the next few hours, our naturalists will make a few announcements.



Reference Guideline #59—No Wake Zone—Smugglers Cove Area

Notes:

[illegible]



c/o Travel Juneau
800 Glacier Avenue #201
Juneau, AK 99801

2019 Wilderness Best Management Practices for Tracy Arm-Fords Terror Wilderness

(Including Holkham Bay, Tracy Arm, Endicott Arm, and Ford's Terror)

Agreements Regarding Vessel Operators

This program is a cooperative effort between vessel operators and the Tongass National Forest. Initiated in 2008, Wilderness Best Management Practices are intended to minimize the impacts of tourism and vessel operations in the waters adjacent to the Tracy Arm-Fords Terror Wilderness in a manner that addresses both concerns for our natural resources and operators' concerns for safety and passenger service. By actively participating in this voluntary program, operators demonstrate their commitment to a sustainable use of wilderness resources.

The following provisions will uphold wilderness values while providing for vessel safety.

RESPECT OTHERS: Operators recognize the importance of preserving an authentic Alaskan wilderness experience for all users and agree to the following measures:

- **SCHEDULES:** As practicable, commercial operators shall make their schedules available and communicate any changes to help minimize potential conflicts with other users. Operators are encouraged to share schedules via the Ship Schedules folder on the WBMP blog and through other means. Cruise ships will list their estimated inbound and outbound bar crossing times in advance on their schedules to help other operators coordinate. If an operator modifies their scheduled itinerary due to ice conditions or other factors, the operator will do their best to inform other users of their revised plans (e.g. via radio, posting on the WBMP blog, using email and/or sat phone). It is in the best interest of all users to have up-to-date itineraries and the most accurate conditions available.
- **FORDS TERROR:** Vessels with more than 250 passengers agree not to enter Fords Terror, including the portion that opens from the north shore of Endicott Arm.
- **RECOGNIZE OTHER USERS:** Tracy and Endicott Arms, Holkham Bay and Ford's Terror experience use from commercial and noncommercial users, including hunters, fishers, paddlers, boaters, hikers, photographers, wildlife viewers and wilderness recreationists. In order to facilitate the enjoyment and sustainable use of the wilderness area, all motorized vessel operators agree to maintain a safe and respectful distance from other users and to avoid them whenever possible.
- **MINIMIZE IMPACTS:** Operators agree to do their utmost to minimize impacts, including wakes, noise and operations that might affect paddlers, other boats, and wildlife such as bears, nesting birds, and hauled-out seals. A wake is an extension of a vessel's operations and can often be reduced by lowering speed. When in proximity to wildlife, motorized vessels, non-motorized vessels and sensitive areas, be mindful of wake impacts and strive to minimize disturbance. Paddlers acknowledge that use of the marine radio to announce their presence will assist motorized vessel operators in achieving these goals.

COMMUNICATE: All operators acknowledge the importance of communication to the success of this agreement and pledge the following commitments:

- **USE MARINE RADIOS** to share pertinent information such as operator intentions and updates on sea and ice conditions. Operators agree to keep communications respectful and concise. Monitor marine radio channels 16/13 and other working channels.

- **MAKE SÉCURITÉ ANNOUNCEMENTS** prior to crossing bars, rounding blind corners, conducting paddlecraft operations, off-loading/picking-up passengers and when appropriate to preface other navigational safety messages. Doing so will help others adjust to minimize impacts to your operations.
- **POST ON THE WBMP BLOG** (<http://wildernessbmp.pbworks.com/w/page/14933240/FrontPage>) to share schedule changes, ice conditions, provide feedback, or other information and concerns about Tracy Arm-Fords Terror Wilderness. The blog contains a link to request access for new users.
- **INFORM OTHER OPERATORS** of schedule changes, such as diverting from one Arm to another, cancelling calls altogether, or making significant timing changes, and do so in as timely a manner as possible.
- **ENGAGE IN DISCUSSIONS** about WBMP implementation and improvements.

PRESERVE QUIET: All operators recognize the importance of quiet and solitude and will minimize vessel announcements and signals while in the Tracy Arm-Fords Terror Wilderness. While interpretation of wilderness values and marine ecology for passengers is important, operators agree to limit their outside announcements to preserve wilderness values of others in the vicinity (see Exhibit A). Operators agree to avoid announcements prior to 8:00am whenever possible, to limit the duration of announcements to about 5 minutes, to limit the number of announcements, and to lower the volume of announcements on outside decks to the minimum required for communication and safety. Operators agree to follow the Forest Service's recommended locations for these interpretive announcements (see Exhibit B map). The Forest Service will also attempt to provide alternative methods of interpretation such as brochures, maps, and podcasts. Operators agree not to use whistles, horns or other noisemaking devices except as required for navigational, safety or emergency purposes.

MAINTAIN CLEAN AIR: All vessel operators agree to comply with the Marine Vessel Visible Emissions Standards (18 AAC 50-.070) and take all available and reasonable steps to minimize visible stack emissions while in Tracy Arm-Fords Terror Wilderness. Recognizing that the unusually cold, still air of these glacial fjords can trap persistent haze, operators agree to take proactive steps to manage visible emissions, such as seeking engineered solutions and improvements to emissions monitoring. Visible stack emissions are regulated by the Alaska Department of Environmental Conservation and monitored by the US Forest Service in cooperation with Alaska Department of Environmental Conservation. Forest Service rangers will provide timely feedback to vessel operators resulting from their observations.

PROTECT WILDLIFE: All operators agree to conduct their business in a manner which, whenever possible, avoids changing the natural behavior of wildlife in their vicinity including bears, mountain goats, whales, and nesting birds such as terns and oystercatchers.

Seals: Based on research by federal and state agencies, NOAA Fisheries recommends the following guidelines for all vessel types and at all glacial areas. It may not be practicable to follow every guideline on each visit, but vessel operators should exercise caution to minimize disturbance to seals.

1. All vessels (kayaks to cruise ships) should strive to maintain 500 yards (about 0.25 mi) from seals without compromising safe navigation. Make an approach plan to avoid surprising seals. Be equally cautious to reduce disturbance when departing the fjord as arriving.
2. Minimize wake, avoid abrupt changes in course or engine pitch, and avoid loud noises (such as ice collisions) in the vicinity of seals. Consider avoiding use of PA systems on outer decks.
3. Try to avoid traveling through thick ice, which provides habitat for birthing and nursing of pups. The absence of seals on the ice doesn't mean the area isn't being used.
4. Time visits when feasible to minimize overlap with the peak numbers of seals hauled out midday. Research shows most seals are hauled out and vulnerable to disturbance between 9am and 4pm.
5. Tracy Arm guidelines May 15 to June 30:
 - During seal pupping, vessels should try to restrict travel to the southwestern half of the arm with 580 yards (approx. 0.33 mi) of the shoreline, and greater than 1250 yards (approx. 0.75 mi) from the glacier, to avoid higher seal densities along the eastern side of the arm and closest to the glacier.
 - When ice is thick, vessels should stop north of a line drawn east from Tern Point.

The complete Alaska Harbor Seal Approach Guidelines in Glacial Fjords may be found at:
<https://alaskafisheries.noaa.gov/pr/harbor-seals>

EXERCISE RESTRAINT: In order to:

- Reduce impacts to wildlife, including bears, goats, seals and birds;
- Respect the wilderness experience of other users including appreciation of natural and undeveloped qualities and outstanding opportunities for solitude, and
- Honor Wilderness Act checks on technology and human agency,

WBMP signatories agree to refrain from drone use in Tracy and Endicott Arms, Holkham Bay and Ford's Terror. Each season operators may make a one-time exception for drone use after July 31st (after newborn wildlife has fledged or weaned). This exception should:

- Be of short duration,
- Occur in the absence of other users, and
- Maintain as great a distance from wildlife as possible.

As a reminder: for designated wilderness above mean high tide, it is illegal to launch, land or possess a drone in designated wilderness per 36 CFR 261.18(a).

KEEP IT ALIVE: All vessel operators agree to include these guidelines in annual training and respective policies and procedures documentation. Operators will provide feedback about compliance with the above guidelines to other operators and the appropriate agency.

Send emails/queries to:

Sean Rielly, Lead Wilderness Ranger

srielly02@fs.fed.us

Don MacDougall, Wilderness Program Manager

dmacdougall@fs.fed.us

EXHIBIT A: NOAA HARBOR SEAL APPROACH GUIDELINES IN GLACIAL FJORDS FOR VESSEL OPERATORS



**** 2015 map. South Sawyer Glacier position may have changed.**

Vessels advised to maintain recommended travel corridor and distance from the encountered glacial face.

NOAA Fisheries recommends the following guidelines specific to Tracy Arm May 15 to June 30:

- During seal pupping, vessels should try to restrict travel to the southwestern half of the arm with 580 yards (approx. 0.33 mi) of the shoreline, and greater than 1250 yards (approx. 0.75 mi) from the glacier, to avoid higher seal densities along the eastern side of the arm and closest to the glacier.
- When ice is thick, vessels should stop north of a line drawn east from Tern Point.

EXHIBIT B: RECOMMENDED AREAS FOR INTERPRETIVE ANNOUNCEMENTS

The following is a summary of locations where outside announcements would affect the fewest visitors: (see map)

- 1) Stephens Passage before entering Holkham Bay would be a good place to introduce Tracy Arm. Since the waterway is wide, announcements would not impact campers, kayakers, fishermen on shore, beach-walkers, hunters and other users of the wilderness area.
- 2) There is an approximate five-mile stretch beginning one mile east of the Tracy Arm elbow and ending one mile west of the first large U-shaped valley on the north shore. This would be a good area for short (5 minute) interpretive announcements to be made to guests (between N57.922776/W133.563637 and N57.915954/W133.452213).
- 3) There is another approximate four-mile stretch within the Tracy Arm S turns. It begins one mile north of the third U-shaped valley on the south shore, approximately eleven miles east of the elbow. It ends 1.5 miles west of Sawyer Island. This would be a good area for short interpretive announcements to be made to guests (between N57.887659/W133.307565 and N57.884008/W133.213526).
- 4) At the end of Tracy Arm, a few miles from South Sawyer Glacier is another area where there is an opportunity to present a short (5 minute) interpretive announcement (between N57.860754/W133.131673 and the face of the S. Sawyer Glacier). It would be preferable to leave a “quiet zone” within a few miles of Sawyer Island, to ensure a more peaceful environment for those people who may be camping on the island.
- 5) P.A. announcements are more likely to disturb visitors and wildlife in Endicott Arm due to the greater amount of islands, bays and anchorages. The recommended location for announcements in Endicott Arm is between one mile southeast of the entrance to Fords Terror and one mile northwest of the entrance to North Dawes Inlet (between N57.585560/W133.163017 and N57.515926/W133.053845)

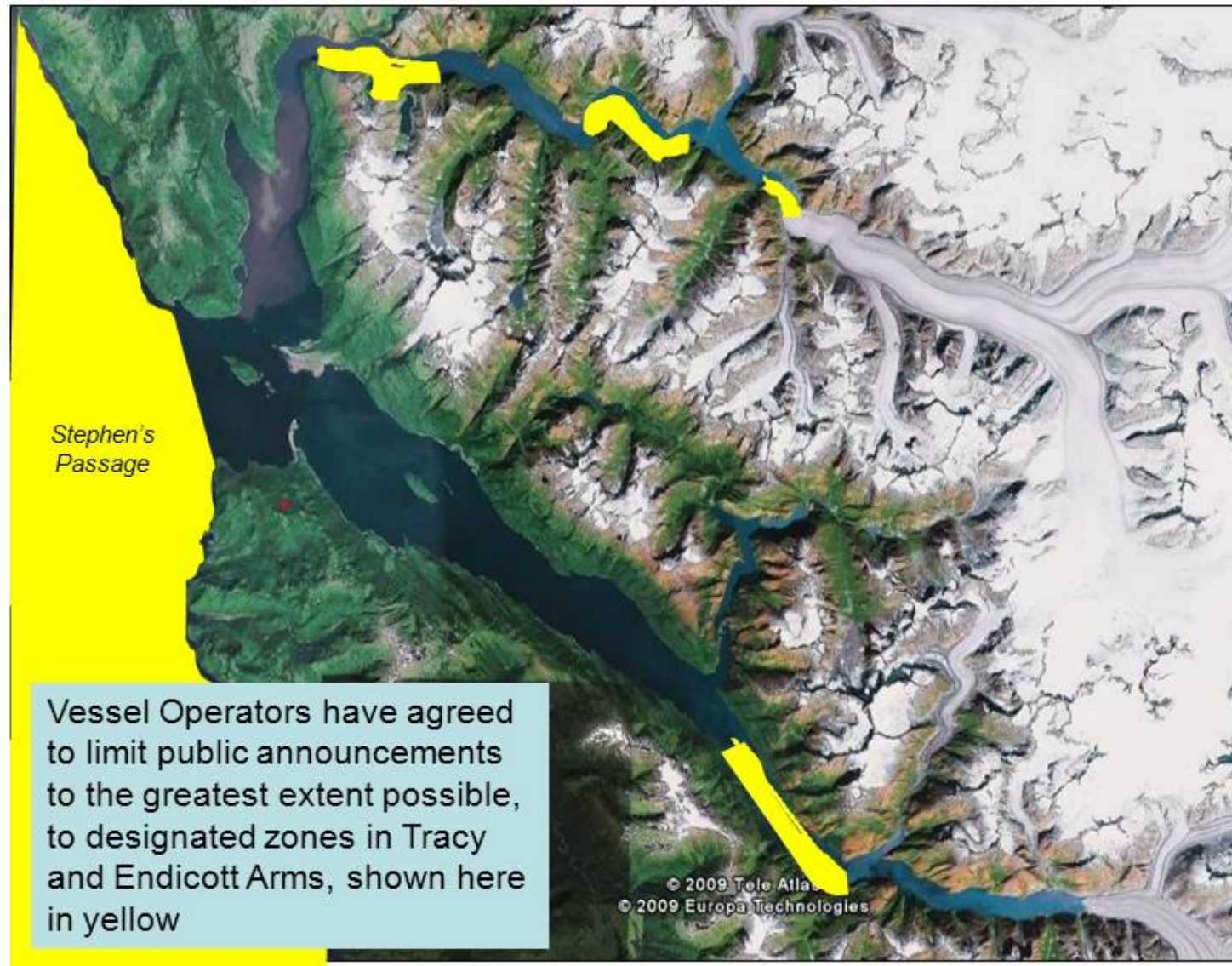
Recommended language for PA announcement in Stephens Passage or just prior to entering Tracy/Endicott Arm, and/or for printing in ship’s daily program onboard which explains the intentions of this joint effort between all vessel operators and the USFS:

We’re about to enter one of the most pristine Alaskan environments that we’ll see on our voyage. Tracy Arm is a thirty-mile glacial fiord that reaches deep into the Coast Mountains and deep into our glacial past. With old-growth temperate rain forest here at its beginning and active tidewater glaciers at its upper reaches, our visit to Tracy Arm is a trip in time back to the Pleistocene ice age.

Tracy Arm is a special place. Recognizing its extraordinary biological, scenic, and recreational values, Congress protected the surrounding land as part of the National Wilderness Preservation System. The designation provides permanent protection for this part of the Tongass National Forest, ensuring that it remains a place of wild nature. It’s a land for wildlife, timeless forests, and the enjoyment of the American public.

To help preserve Tracy Arm’s wild character, tour companies and the Tongass National Forest created a set of guidelines for visiting the area. Our cruise company helped develop the guidelines and proudly supports their goals, which include special considerations for wildlife, air quality, and other natural systems. In accordance with the agreement, we will limit our outside announcements within the fiord, helping preserve a quiet environment both for wildlife and for other visitors. During the next few hours, our naturalists will make a few announcements about the area, but otherwise we invite you to sit back and enjoy this spectacular part of our rich national heritage.

Exhibit B map: Yellow zones depict areas where public announcements might be least disruptive



IN CELEBRATION OF WHITTIER'S AAPI COMMUNITY,
THE CITY OF WHITTIER WOULD LIKE TO INVITE YOU TO THE

WHITTIER COMMUNITY TOGETHERNESS BBQ/POTUCK



Saturday
May 28, 2022
5:00-8:00 PM
Public Safety Building

**PLEASE JOIN US
AND BRING YOUR FAVORITE DISH!**

[Page 147](#)